

Minutes of the Penacook/Boscawen Water Precinct

Location of Meeting: 9 Woodbury Lane
Boscawen, N.H. 03303

Present at Meeting: Nathan Young, Commissioner, Chair
Bill Murphy, Commissioner
Frank Dineen, Commissioner
Lauren Hargrave, Clerk
Cheryl Mitchell, Administrative Consultant

The regular meeting of the Penacook/Boscawen Water Precinct was called to order at 9 Woodbury Lane, Boscawen, N.H. on September 27, 2023, at 5:31 p.m. by Commissioner Nathan Young, Chair.

Financial Update:

Commissioners signed manifest and checks.

Approval of minutes from last meeting:

Commissioner Bill Murphy made a motion to approve the Regular Meeting minutes of September 13, 2023. Seconded by Commissioner Frank Dineen. Passed Unanimously.

New Business:

1. 20 High Street \$10,262.38: Commissioner Nathan Young reported the Precinct received an email which stated the Entry of Final Judgement for 20 High Street was granted by the Superior Court. The Precinct will be receiving the \$10,262,38 outstanding for the 20 High Street Lien. Commissioner Bill Murphy will contact Pennichuck tomorrow to see if the account is still open with a balance. If so Pennichuck will need to post and deposit. After the monies are received the lien will be canceled.
2. 28 Knowlton Road: Commissioner Bill Murphy reported he spoke with the property owner, and he will disconnect the Well on the property. The Well can still be utilized but will no longer be connected to the Precinct's system. It will be kept as a parallel water system for the property owner.

3. 39 Forest Lane: Commissioner Bill Murphy reported Pennichuck went to the property for some work to be done and noticed that in the cellar there is a faucet which was ahead of the meter. Commissioner Bill Murphy presented a letter he constructed to the customer relative to this issue for the other Commissioners to review and sign. A brief discussion took place regarding the faucet and how a plumber will disconnect the faucet from the water system. There was also a brief discussion regarding the name on the customer's account. The letter was signed by the Commissioners and will be sent by mail to the customer.
4. Woody Hollow Escrow: Cheryl Mitchell reported Woody Hollow received the escrow statement last week and their escrow check reimbursement will go out this week.
5. Hopkinton Land Clearing Quote: Commissioner Bill Murphy reported he has been given a quote from Hopkinton Land Clearing Quote for mowing. Specifics what it will be, what will be performed and there must be an ending date for the contract. They are also being paid for standing per winter storm. Cheryl Mitchell reported there was no specifics given on the bill just a total amount due of \$6,500. The Commissioners discussed the different areas which are mowed. If the grass is kept at lower than a foot and they are mowing all of the sites, it is reasonable to pay the quote of \$7,500. However, it was noted that specifics be part of the contract and a clause for voiding the contract also be written in so if the specified agreed to things are not accomplished or completed the contract becomes void. Additionally, it was discussed that a draft contract may be sent to the Precincts attorney for review prior to accepting and signing to make sure it is phrased correctly. Commissioner Bill Murphy will write up a draft contract for the Commissioners to review at the next regular scheduled meeting.
6. Paving at Corrosion Building and Booster Station: Commissioner Bill Murphy reported that the paving at the corrosion building is original to the building which is 1995 and is now failing and expose the hatch. The hatch then gets caught on the plow during the winter. Therefore, a bit of regrading and paving should be done next year, and monies put into next year's budget. Additionally, Commissioner Bill Murphy reported there is not much of the driveway to the booster station and the plow has taken a large chunk out of the paving. Commissioner Frank Dineen noted both should be done at the same time. Commissioner Bill Murphy noted something should be placed around the hatch for this winter season. The Commissioners agreed with putting the paving work into next year's budget and having the work done next year. Commissioner Nathan Young and Commissioner Frank Dineen will build up around the hatch with Cold Patch so it will hopefully be protected through this coming winter. They will accomplish this sometime within the next month. Commissioner Bill Murphy also noted the curb stop at the corrosion building

needs to be repaired. A brief discussion took place about the curb stop and the Commissioners agreed that it be repaired when the paving is done next year.

7. 18 A-B Sweatt Street: Commissioner Bill Murphy reported the Precinct has received the funds for the tap at the location for the duplex. The total breakdown for the Connection Fee and Water Improvement Fund was given to Cheryl Mitchell for budget purposes.
8. Water Loss: 15.7%: Commissioner Nathan Young reported he received an email today relative to the water loss report. The Precinct is now at 15.7% unaccounted for water and below 13% is the goal. Also noting last year, the Precinct was at 22% so good progress has been made. Commissioner Bill Murphy questioned if the report is taking into consideration for the 30 Queen Street leak. Commissioner Nathan Young is unsure if the report was broken down by address, but noted there were a couple of tiers, unbilled but accounted for water, along with unaccounted for. Commissioner Nathan Young will ask about 30 Queen Street. Commissioner Frank Dineen asked where the 30 Queen Street leak currently stands. Commissioner Bill Murphy reported Gelinis has scheduled to do the work the second week of October. Additionally, Gelinis is going to ask the owner(s) across the driveway if they would like theirs done at the same time.

The meeting was paused while Commissioner Nathan Young took a phone call from Tara King of Pennichuck. Upon Commissioner Nathan Young's return a brief discussion took place regarding Pennichuck and if they are following through with the Process previously set up regarding accounts with small balance and disconnection process itself. Commissioner Nathan Young will speak with Pennichuck about these matters and get back to the other Commissioners at the next regular scheduled meeting.

9. Water Shut Off Request History Since 1/1/2023: Commissioner Nathan Young reported the Precinct Attorney explained the Precinct is not required to give any report which the Precinct does not have. Reasonable accommodations should be made within reason. Also, the requesting party can be charged. Further, After speaking with Tara King the Precinct falls within a gray area with the Right-to-Know laws. The Precinct falls under Municipalities and Company laws. Municipalities are required to release certain things which are public knowledge based, but as a Company the Precinct must protect its customers' private data. A discussion took place regarding the request for information from the Precinct. The Commissioners agreed to wait and see if they are contacted again with a request at which time a response will be the information requested would violate customer privacy and therefore the Precinct is unable to supply the requested information along with the fact that the Precinct does not have a report which can be generated that would fulfill the requested information. A brief discussion took place regarding why the

requesting information is being requested and what company is actually requesting this information.

10. Chlorine Pumps \$2,500 Each ish (Spare): Commissioner Nathan Young reported the reason why there were issues with the current pumps is due to the fact that those pumps were actually designed for Chloride not Chlorine. There is an additional one of those pumps currently on the shelf which can be edited to make it work with the Chlorine. The correct pump for a spare Chlorine pump is around \$2,500. The exact price will be emailed to Commissioner Nathan Young. **Commissioner Nathan Young made a motion to purchase one backup Chlorine pump for approximately \$2,500. Seconded by Commissioner Bill Murphy. Passed Unanimously.**
11. Jarado Way: Commissioner Nathan Young reported he spoke with Chris Berg at Wright-Pierce today and the meter pit depends on soil conditions for draining you could cut out a corner of the pit and place crushed stone for draining. Additionally, Chris reported the check valves and meter for the pit are also meant to be water submersible so it would be okay if it was submerged. A brief discussion took place regarding the check valve. Further, Commissioner Nathan Young is unsure if the draft giving the actual meter part number so he will get back to Chris and let him know the draft is approved but to please have all part numbers which make it submersible put onto the final. Commissioner Nathan Young also noted that he received an email from DES which stated the quarterly update for the Asset Management Grant is coming due and he passed that information on to Chris. Chris will write up the update and send it to DES so the Precinct is in compliance. Also, Chris reported they are in the process of doing the RFI for the flow test so they can do the system hydraulic model. He will also start the RFI for the GIS as well so hopefully both projects can get started in mid-October. Chris Berg would like to know if the Precinct wants to spend the time doing a street-by-street walk or if the Precinct is okay with having a more general overview with satellite images. Commissioner Nathan Young explained the GIS needs to be correct so the time must be spent Street by Street. A brief discussion took place relative to the GIS and accuracy.
12. Fairbanks Antenna: Commissioner Nathan Young reported he called USA and the information was taken down by the woman who answered the phone. Hopefully he will receive a call back. Additionally, Commissioner Bill Murphy had sent them an email.

Old Business:

1. Block off of Field Adjacent to Well Field/Damage to Field Due to Trespassers: Tabled
2. Corrosion Flow Totals: Tabled
3. EMPG Grant: Tabled Commissioner Nathan Young has not heard anything regarding the generator grant.

Long-Term Projects:

1. CIP Update: Tabled
2. DES Asset Management Survey: Tabled

Meeting Closed:

Motion to Close the Meeting by Commissioner Nathan Young. Seconded by Commissioner Bill Murphy. Passed unanimously. The meeting was adjourned at 6:20 p.m. by Commissioner Nathan Young, Chair.

Next Meeting:

The Next Regular Meeting Penacook/Boscawen Water Precinct, 9 Woodbury Lane, Boscawen, NH. on, Wednesday, October 11, 2023, at 5:30 p.m.

Minutes submitted by: Lauren Hargrave, Recording Clerk on September 28, 2023

Minutes approved by: _____ /s/ _____ on 11 October 2023

_____ /s/ _____ on 11 October 2023

_____ /s/ _____ on 11 October 2023