

## 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  
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 February 14, 2024, at 5:34 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 January 31, 2024. Seconded by Commissioner Nathan Young. Passed Unanimously.***

### **New Business:**

1. Budget Hearing: Commissioner Nathan Young announced that the public budget hearing will be held at 6:00 p.m.
2. PFAS Sampling: Commissioner Nathan Young reported the State reached out and they are going to do additional samplings on all water systems. It will be done at no cost to the Precinct. The State has discussed the sampling with Pennichuck, and Pennichuck already has to do sampling for other things so the State will double up with them and do three to four samples looking for PFAS. This will need to be in the Well fields on February 20, 2024.
3. Re-up Pennichuck Contract: Commissioner Nathan Young reported he sent an email to Pennichuck stating that the Precinct is looking to continue with them. Pennichuck sent an email which directed the Precinct to look at its original contract and the amendments made in 2021 the Precinct is on an auto renewal until the Precinct notices them otherwise. The original contract and the 2021 amendment

were also sent to the Precinct by Pennichuck. Additionally, it was noted that the three-year extension at this point in time is based off of the original contract and the 2021 amendment. The current contract is up in April 2024, and it has been renewed for another three years so it will now be good through April 2027 when it can be looked at again.

4. CharmLab: A discussion was held regarding what the Precinct has been charged for maintaining the website through Charmlab. The latest invoice was reviewed and discussed. Commissioner Bill Murphy reported Shelly, from Charmlab, is including the meeting minutes posts which will be included in the monthly budget amount moving forward. Commissioner Nathan Young suggested the Commissioners reach out to Shelly and advise her to release the password to the website so in an emergency situation something can be posted immediately. The Precinct will continue to work with Shelly, but the Precinct needs to be able to upload information during an emergency situation. If Shelly refuses to release the password the Precinct will need to look into changes as it will put the Precinct in a vulnerable situation. The Precinct has the rights to the website. A discussion was held regarding Shelly's need for "preapproval" and what this actually entailed. Commissioner Nathan Young will reply to Shelly's email and express the need for access to the website, etc.
5. Well #3 Renew Permit: Commissioner Nathan Young reported he spoke with Chris Burg today and he informed Commissioner Nathan Young that Lauren from Wright-Pierce is currently working on it and they should have a proposal for the Commissioners by the end of the week.
6. Well #4 Meeting: No current communication has been received. Commissioner Bill Murphy will get in touch with the property owner for the potential Well #4 site and try to suggest a time and date for another meeting.
7. Tom Berkeley: Commissioner Bill Murphy reported Tom Berkeley is all set with the new meter and Pennichuck is going to go and put the radio in. Commissioner Bill Murphy will be picking up a check from him tomorrow.
8. Strategic Planning Grant \$7,208.63: Chris Berg from Wright-Pierce is looking into seeing if the funds can be used to repair the gate. If not, Chris reported they do have things they are working on which can be applied to the grant money. All the money in the grant will be accounted for and utilized. Commissioner Nathan Young noted the GIS mapping can not be completed until full thaw in the spring. However, he would like to get something on a calendar for the GIS mapping. A discussion took place regarding timeframes for charging to the Strategic Planning Grant.

9. Annual Meeting: Commissioner Bill Murphy reported the Annual Report needs to be completed and other than that. Commissioner Nathan Young reported he will write the summary for the report. Additionally, the most recent water quality report should be included along with last year's audit. Once all the documents are emailed and received by Commissioner Nathan Young, he will put the Report together and take it to Staples for copies to be made.

#### **Other Business:**

1. Chery Mitchell Report: Chery Mitchell questioned if there are any more bills coming out of the encumbrance money from last year. Commissioner Nathan Young reported BVC, A&D Instruments, and EII. Commissioner Nathan Young will request EII send an invoice to get the 2023 books closed out. Cheryl Mitchell reported there is still \$3400 encumbered.
2. Commissioner Nathan Young noted Chuck should be back one more time to do the outstation settings for tank height and alarms. Everything else has been gone through. Commissioner Bill Murphy noted the meter socket in the valve pit was replaced at Queen Street. Commissioner Bill Murphy went up to the County tank and reported there is no meter up there so it must be fed from the building. A discussion took place regarding the County tank. A discussion took place regarding a seismograph and the plan for blasting by Audley.

#### **Budget Hearing:**

Present at Meeting: Nathan Young, Commissioner, Chair  
Bill Murphy, Commissioner  
Frank Dineen, Commissioner  
Cheryl Mitchell, Administrative Consultant  
Barbara Randall, Public

Budget Hearing called to order at 9 Woodbury Lane, Boscawen, N.H. on February 14, 2024, at 6:00 p.m. by Commissioner Nathan Young, Chair.

Barbara Randall questioned the majority of the increase is the Asset Management Grant. Commissioner Bill Murphy reported that number is in and out. Barbara Randall noted there was none for the 2023 budget. Commissioner Nathan Young reported the previous year the Precinct had a Strategic Planning Grant for \$50,000 which helped start with the development, studies, looking at land, for a new Well site. The Asset Management Grant on 2024 Budget is for \$100,000 which is for overall system improvement, but more so documentation. For example, the money will be used to get (GIS) coordinates for all the valves in the system. The grant is also helping the Precinct build a Capital Improvement Plan. Barbara Randall questioned if the survey was for the entire water precinct including

Commercial Street. Commissioner Nathan Young reported yes, the survey was for the entire water precinct including Commercial Street. Barbara Randall questioned if the GIS will all be accomplished in 2024. Commissioner Nathan Young reported as soon as the thaw in the spring will be started. Facilitated by Wright-Pierce but going through a third party who does GIS as a business, it should be completed by the end of 2024 for approximately \$30,000. Commissioner Nathan Young reported the Capital Improvement Plan may go into 2025, but it needs to be done because it will include projections. Noting Well #4 is still unknown and with the Capital Improvement Plan will give more solid numbers. Commissioner Bill Murphy noted last year some preliminary searches were done to find water targets. Ten or eleven actual targets were detected in three fields. The Precinct now has a good direction to go in. Depending on where the appropriate water source is, will determine the cost. Commissioner Nathan Young also noted with the Asset Management portion Wright Pierce is currently organizing all documents from maps, tie sheets, the previous Underwood report, etc. which the Precinct has supplied to them. Commissioner Bill Murphy noted a lot of the survey work has been done and it just a matter of updating. Underwood is working to do the sewage separation and the Precinct is piggy baking on that. Wright-Pierce and Underwood are coordinating together. Cheryl Mitchell reported the reason it was not budgeted last year it was unknown if the Precinct would get the grant or not. So, the grant came in and went out all in the same year. The remainder of the grant is now on the 2024 budget. Commissioner Bill Murphy noted that without the grant money the budget is up 2.9%.

#### **Old Business:**

1. Block off Field Adjacent to Well Field/Damage to Field Due to Trespassers: Tabled.
2. Corrosion Flow Totals: Tabled.
3. EMPG Grant: Tabled.

#### **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 6:12 pm. by Commissioner Nathan Young, Chair.***

**Next Meeting:**

The Next Regular Meeting Penacook/Boscawen Water Precinct, 9 Woodbury Lane, Boscawen, NH. on, Wednesday, February 28, 2024, at 5:30 p.m.

Minutes submitted by: Lauren Hargrave, Recording Clerk on February 20, 2024

Minutes approved by: \_\_\_\_\_ /s/ \_\_\_\_\_ on 28 February 2024

\_\_\_\_\_ /s/ \_\_\_\_\_ on 28 February 2024

\_\_\_\_\_ /s/ \_\_\_\_\_ on 28 February 2024