

Penacook Boscawen Water Precinct
Minutes of the 2023 Annual Meeting

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

The Annual Meeting of the Penacook/Boscawen Water Precinct was called to order at 9 Woodbury Lane, Boscawen, N.H. on March 11, 2024, at 6:12 p.m. by Moderator Charlie Niebling.

Moderator Charlie Niebling requested Commissioners Bill Murphy lead the attendees in the pledge of allegiance.

Introduction:

Moderator Charlie Niebling explained that he will read the Articles.

Articles #1 To elect all necessary Precinct Officers for the ensuing year.:

Moderator for 1-year term: Moderator Charlie Niebling requested that Chair Nathan Young make a nomination relative to the position of Moderator. Commissioner Nathan Young nominated Charlie Niebling as Moderator. Seconded by Commissioner Bill Murphy. Called for any further nominations from the floor. Having no discussion or further nominations from the floor, Charlie Niebling was elected Moderator for a term of 1 year. Voice Vote Unanimous. Article #1 Adopted with Charlie Niebling being appointed as Moderator.

Commissioner for 3-year term: Commissioner Bill Murphy nominated Frank Dineen as Commissioner. Seconded by Commissioner Nathan Young. Called for any further nominations from the floor. Having no discussion or further nominations from the floor, Frank Dineen was elected Commissioner for a term of 3 years. Voice Vote Unanimous. Adopted with Frank Dineen being appointed as Commissioner.

Treasurer for 1-year term: Cheryl Mitchell nominated Elaine Clow Treasurer. Seconded by Commissioner Frank Dineen. Called for any further nominations from the floor. Having no discussion or further nominations from the floor, Elaine Clow was elected Treasure for a term of 1 year. Voice Vote Unanimous. Adopted with Elaine Clow being appointed as Treasurer.

Clerk for 1-year term: Commissioner Nathan Young nominated Lauren Hargrave as Clerk. Seconded by Commissioner Bill Murphy. Called for any further nominations from the floor. Having no discussion or further nominations from the floor, Lauren Hargrave was elected Clerk for a term of 1 year. Voice Vote Unanimous. Adopted with Lauren Hargrave being appointed as Clerk.

Article #2 To see if the Precinct will vote to raise and appropriate \$ 1,005,645.00 for general Precinct operations as listed in the budget for 2024: Motion to adoption of Article #2 as presented made by Commissioner Bill Murphy. Seconded by Commissioner Frank Dineen. Article #2 was open for discussion and amendment. Commissioner Nathan Young reported the Commissioners focused on Infrastructure repairs over the last year. A lot of older electrical systems needed to be upgraded and was accomplished. Additionally, some chemical systems were upgraded as well as making sure the Precinct had backup pumps on hand. Having none. Voice Vote Unanimous in favor of adopting Article #2. Article #2 is adopted. Further, Commissioner Nathan Young noted that the Precinct had a \$100,000 Asset Management Grant awarded and the Commissioners are currently in the process of GIS mapping of the system and having a GPS computer program to be able to locate specific locations. This is being started later on this month and should be done in the next couple of months, although the timeframe is unknown at this time. Also, Commissioner Nathan Young reported the Capital Improvement Plan is also a part of the Asset Management Grant which is in process. It has not yet been finalized due to the extra-large volume of information given to Wright-Pierce and they are going through all the material. When it is finalized, it will be very comprehensive, but it will take some time to complete. The Commissioners were also successful in decreasing the Precincts unaccounted for water over the last year. This was accomplished by a main master meter at the corrosion building, at the main well site, having gone bad. The meter was replaced and recalibrated which significantly helped. Additionally, the way the system readings were changed so the readings were accurate, and numbers were no longer being skewed. There was also a drive this past year to replace non-reading and broken meters in homes which dramatically decreased estimated reads. Previous leak surveys were coming back but the numbers were still not adding up. Commissioner Nathan Young explained the accounting and estimating error on the Precincts part rather than actual unaccounted for and wasted water. Another large project which the Precinct is now starting on is doubling up with the Town of Boscawen Sewage Project so the Precinct can make use of the ground already being open and replacing water lines which need to be repaired. No numbers are currently available because the project is in the early stage and a vote at next year's annual meeting may need to occur because actual numbers will be in hand. Lastly, the Commissioners are still moving forward with the fourth Well site project. In general, the budget has small increases on set fees. It was also noted that the current Precinct loan will be paid off in 2025 and a new loan will most likely be starting. However, it does not appear the loans will overlap. Lorrie Carey questioned what the next loan would be used for. Commissioner Nathan Young reported it will be used for the replacing of pipes during the sewage project and for Well #4 as well. Lorrie Carey asked if there is any funds which has been saved. Commissioner Nathan Young reported there is money, which is saved however, the Commissioners are unsure how much the new piping will cost and the Well #4 project will most likely be a couple million dollars. Cheryl Mitchell reported the current balance in the water improvement is \$550,000. Commissioner Nathan Young also noted the infrastructure repairs all come out of budget. However, million-dollar jobs will have to be bonded and paid overtime. Lorrie Carey

questioned if the Commissioners have looked into the New Hampshire Savings Grants for water systems where they will come in and assess your electrical use and find ways to reduce the use. Her understanding is they have done this for many other communities which have been able to reduce the energy use in those water systems by up to 30 to 40 percent. Commissioner Nathan Young reported he has experience with Manchester as that city utilized that grant. After going around that system with a grant representative and looking at the reports, the size of the Precincts system there is little which can be accomplished. The Precinct can bring it in and look at it but the Precincts Well system is on and off and not on variable frequency drives (VFDs) and therefore cannot be on VFDs. Commissioner Nathan Young noted he is not opposed to having them come in as it is a free service although he is unsure that there will be any positive results. Lorrie Carey asked if the Asset Management Grant is a 100% or a match. Commissioner Nathan Young reported the grant is 100% and will be extremely helpful with the GIS system and having the Capital Improvement Plan be actually in place to start looking ahead. These two projects will allow for any new incoming Commissioners to start where the current Commissioners left off, and so forth. Also noted was that the Commissioners will be meeting with Pennichuck with regards to the GIS system in order for it to match Pennichuck's system along with being able to utilize it in house. Lorrie Carey asked if part of the Asset Management Grant will include an operations manual. Commissioner Nathan Young reported he does not believe it is included. Lorrie Carey noted it was always one of her greatest fears was to not have a manual. Commissioner Nathan Young expressed that if a future grant is received producing an operations manual is an effective use for it. Commissioner Bill Murphy reported the Commissioners do some direct work, but the Precinct also has Pennichuck who is well versed in the PBWP system. Pennichuck has a lot of institutional knowledge, and an operations manual is not a bad idea. Additionally, Commissioner Bill Murphy noted the GIS system will be much more beneficial than the old card system which leads to a lot of guessing. Moderator Charlie Niebling asked if there were any further questions on Article #2. Lorrie Carey asked how far out is the new Well. Commissioner Nathan Young reported approximately six years out. Moderator Charlie Niebling asked if there were any other questions or comments on Article #2. Having none. Voice Vote Unanimous in favor of adopting Article #2. Article #2 is adopted.

Article #3 To hear any reports of the Precinct Officers and to pass any vote relating thereto: Moderator Charlie Niebling asked if there were any additional reports from the Commissioners. Commissioner Nathan Young noted everything was tied in with the previous Article #2 discussion. However, he added the Precinct did submit for a Generator Grant but whomever received it on a Federal Level decided not to process the precincts paperwork as it was deemed the Precinct was not eligible. After fighting for approximately 18 months the Precinct started work with Wright-Pierce who was able to get the precinct eligible. The Precinct reapplied however, the Town of Boscawen had their Emergency Plan was not up to date do to Covid and was given Federal Funding to bring the Emergency Plan operational again. However, the Precinct has been put on a waiting list and once the Town's Emergency Plan is operation again and funding is available the Precinct will be able to put in for a Generator Grant. The grant would be for replacing the

generator at the corrosion building at the main Well site. The generator is aging and the tank on it needs to be repaired/replaced. The generator is currently functioning fine, but you can no longer get parts for the unit so a replacement when feasible should be accomplished. The grant is a match up to \$75,000. Lorrie Carey noted the Commissioners can ask their congressional representative to speak to the grantor on your behalf. Charlie Niebling asked if there were any other questions or comments on Article #3. Having none. No action to take on Article #3.

Article #4 To see if the Precinct will vote to confirm the new Addendum Schedule of Rates and Fees effective April 1, 2024, attached to this Warrant.: Commissioner Nathan Young made a motion to adopt Article #4. Seconded by Commissioner Frank Dineen. Moderator Charlie Niebling asked if there is any discussion or comments on Article #4. Commissioner Bill Murphy reported the Commissioners went up \$1 on the base rate and explained that part of the reason is they went up 4% on the water rates. However, Commissioner Bill Murphy noted that most of the increase in water rates does not affect the average person at all. Any change in the rates were mostly to people who were tapping into the system with more infrastructure kind of things. Commissioner Nathan Young noted a slight increase every year is what the Commissioners are looking at instead of a large, unexpected increase on any one year. Additionally, Commissioner Nathan Young reported that if water rates are not increased and you try to go for funding you may be denied for major needed upgrades as they may deem the Precinct as being negligent in keeping up on their water rate and therefore you are denied which can cause a significant issue. Further, Commissioner Nathan Young noted he does have a tool to utilize after speaking with someone at DES who sent a link which enables you to look at the Precincts water rates verses everyone else's water rates, and you are able to put in your increase in your rate and see how it trickles down. You can use this both with your base rate and your increase. Moderator Charlie Niebling asked if there were any further questions on Article #4. Lorrie Carey asked where the Precinct falls compared to other water rates in the state. Commissioner Nathan Young reported it is in the middle. Lorrie Carey then asked if the Commissioners anticipate will have to go up as additional standards for PFOS and other concerns. Commissioner Nathan Young currently reported the Precincts Wells do not have PFOS and he does not anticipate any additional standards or regulations. He also noted it is something the Commissioners are looking at in the development of Well #4. Moderator Charlie Niebling asked if there were any further questions or comments on Article #4. Having none. Voice Vote Unanimous in favor of adopting Article #4. Article #4 is adopted.

Article #5: To see if the Precinct will vote to authorize the Precinct Commissioners to apply for, receive, and expend federal and state grants which may become available during the course of the year, in accordance with RSA 31:95-b and also to accept and expend money from any other governmental unit or private source to be used for purposes for which the Precinct may legally appropriate money: Lorrie Carey made a motion to adopt Article #5. Seconded by Commissioner Nathan Young. Moderator Charlie Niebling asked if there were any questions on Article #5. Commissioner Nathan Young

explained that this article allows the Commissioners to legally accepting any grant/s which the Precinct may receive. Commissioner Bill Murphy noted this article is a renewal of the authorization. Moderator Charlie Niebling asked if there were any further questions or comments on Article #5. Having none. Voice Vote Unanimous in favor of adopting Article #5. Article #5 is adopted.

Articles #6: To see if the Precinct will authorize the Commissioners to borrow money in anticipation of Precinct Water User Fees and other revenues for the year and to issue notes therefore at such time within one year and at such place as the Commissioners shall determine: Commissioner Bill Murphy made a motion to adopt Article #6. Seconded by Lauren Hargrave. Moderator Charlie Niebling asked if there were any questions, discussion, or comments on Article #6. Lorrie Carey asked if the Commissioners anticipate any borrowing at this time. Commissioner Nathan Young responded there is no anticipated borrowing. Moderator Charlie Niebling asked if there was anything further on Article #5. Having None. Voice Vote Unanimous in favor of adopting Article #6. Article #6 is adopted.

Articles #7: To transact any other business which may legally come before the meeting: Moderator Charlie Niebling asked if there are any issues that anyone would like to raise with the understanding that any discussion or decisions are nonbinding on the Commissioners at this time. Having none. No action to take on Article #7

Meeting Closed:

Having no further discussion, motion to Close the Meeting by Commissioner Bill Murphy. Seconded by Commissioner Nathan Young. Voice Vote Unanimous. The meeting was adjourned at 6:38 p.m. by Moderator Charlie Niebling.

Oath of Office:

In accordance with Article #1 adoption, Moderator Charlie Niebling gave the oath of office to the following: Commissioner Frank Dineen, Treasurer Elaine Clow, and Clerk Lauren Hargrave. The official reciting of the oath was performed. In accordance with Article #1 adoption. Moderator Charlie Niebling recited his oath of office to the Clerk, Lauren Hargrave. The official reciting of the oath was performed. In accordance with Article #1

Next Meeting:

The Next Regular Meeting Penacook/Boscawen Water Precinct, 9 Woodbury Lane, Boscawen, NH. on, Wednesday, March 13, 2024, at 5:30 p.m.

Minutes submitted by: Lauren Hargrave, Recording Clerk on March 14, 2024

Minutes approved by: _____ /s/ _____ on March 20, 2024

_____ /s/ _____ on March 20, 2024

_____ /s/ _____ on March 20, 2024

I certify that this is a true copy of the document produced by me on March 13, 2024

 /s/ on March 20, 2024, Clerk of Penacook
Boscawen Water Precinct.