

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
Lauren Hargrave, Clerk
Cheryl Mitchell, Administrative Consultant
Chris Berg, Wright Pierce
Brianna Wentworth, Wright Pierce

The regular meeting of the Penacook/Boscawen Water Precinct was called to order at 9 Woodbury Lane, Boscawen, N.H. on March 27, 2024, at 5:30 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, March 13, 2024. Seconded by Commissioner Nathan Young. Passed Unanimously.

Commissioner Bill Murphy made a motion to approve the Annual Meeting minutes of, March 11, 2024. Seconded by Commissioner Nathan Young. Passed Unanimously.

New Business:

1. Lead and Copper Sampling \$2554.50: Commissioner Nathan Young reported he received an email with an estimate which is approximately \$300 more than last time at \$2554.50. There will also be an hourly charge if needed. Additionally, Commissioner Nathan Young reported they have increased the sampling sites to include the three Commissioners addressed to have better success rate. Also, Commissioner Nathan Young reported he received an email from DES which stated that the changes have been approved. ***Commissioner Nathan Young***

made a motion to accept the estimated price of \$2554.50 for Lead and Copper Sampling. Seconded by Commissioner Bill Murphy. Passed Unanimously.

2. Asset Management Grant Update Request: Commissioner Nathan Young reported it has been completed and sent in. Noting there was nothing to report, however it was still submitted and was on time. The Precinct has the latest submission for invoices and there is just one more sheet which was sent to Commissioner Nathan Young today which he needs to fill out and submit and the second deposit should occur.

5:33 p.m. Chris Berg and Brianna Wentworth, both from Wright Pierce, entered the meeting.

3. Wright Pierce Meeting: Chris Berg reported that today's discussion will go over what has been done so far and a little bit about the next steps and perhaps set up some time frames to get through the project.
 - a. Introduction: Chris Berg introduced Brianna Wentworth who is the lead project engineer who will be driving a lot of the PBWP project going forward.
 - b. Data Collection:
 - i. RFI Update: Brianna Wentworth reported they have shot off an RFI and received some information which she has begun to collate. Brianna did note she still has a few outstanding items and will follow it up with an email next week.
 - ii. Field Data Collection: Looking to tentatively go out into the field with a GIS unit and tentatively marking a lot of the asset. There will need to be discussion on how this will be handled and when it will be scheduled. Commissioner Nathan Young noted this will be a rather large undertaking as the maps which the Precinct has do not indicate exact locations. Therefore, Commissioner Nathan Young noted that a lot of time will need to be planned to do the field work and data collection. Commissioner Bill Murphy reported that Pennichuck has a lot of knowledge and has been working with the Precinct for quite a while now. Chris Berg noted Wright Pierce would definitely want to work with Pennichuck and coordinate with them to walk through. Additionally, Brianna Wentworth noted that it is also important that whatever data is collected will be cohesive on both ends. Commissioner Bill Murphy noted a lot of what is being collected in the Chandler/Queen Street area is part of the sewage project and a lot of data should be available through them. Chris Berg noted the

Commissioners can probably obtain record drawings from them and if there is any construction documents perhaps there is an opportunity to get them. Chris Berg noted perhaps that set of data can be delivered that set of data either via CAD or GIS so the Precinct has that data directly. Wright Pierce will set up a meeting with Pennichuck explaining what they are doing and what they would like to do so they can have a heads-up and coordination to begin.

- iii. Condition Assessment - Vertical Infrastructure: Chris Berg reported Wright Pierce will look at PBWP's assets on an asset-by-asset basis to obtain as much information as possible through that process. Wright Pierce will work with the Commissioners and/or Pennichuck to speak about where there may be functionality issues and maintenance issues. Commissioner Nathan Young noted the program should allow for much more details within the GIS system. Further, Commissioner Nathan Young questioned how the GIS system works with the facilities and how much should be put on the system. Chris Berg explained that everything can be managed via GIS, however he has found it a bit more cumbersome. There is other tools such as an excel spreadsheet which Wright Pierce has developed to collect data and develop a CIP from that information. It becomes the Precincts and can be manipulated by PBWP. Chris Berg explained what can be tagged to the spreadsheet and is also contained as a field. Chris Berg will show and explain the spreadsheet option to the Commissioners once they are at that point in the project. Commissioner Nathan Young noted tailoring things to the operator is the ultimate goal.
- iv. Flow Testing: Chris Berg reported Wright Pierce has laid out a good flow testing plan which they need to coordinate with Pennichuck to complete. Commissioner Nathan Young reported May 6th through May 10th Pennichuck will be flushing the system and would like to know if that is a good time for flow testing. Chris Berg reported flow testing is sequential and Wright Pierce will be looking at different areas and not sequentially. Commissioner Nathan Young noted that perhaps doing the flow testing soon after the flushing because the system has already been disturbed and cleaned out. A brief discussion took place regarding the flow testing with Commissioner Nathan Young noting the PBWP system is piped backwards in places. Chris Berg explained that Wright Pierce will also look at distribution system analysis and provide feedback.

- c. Cost of Service: Looking at rates where the Precinct is at and developing a planning tool for future use. Commissioner Nathan Young questioned if once it is established is it readily updatable. Chris Berg reported yes, one hundred percent. Commissioner Bill Murphy reported the Commissioners are keeping an eye on the rates and trying to raise them a little each year, however, right now they are guessing.
- d. Level of Service: Chris Berg reported this will be a workshop which has to be done with the Commissioners, Operator, and DES. Wright Pierce can set up an independent meeting or include it with a Commissioners meeting but is looking to set it up within the next quarter and should be looked at in the next month to get a date on the calendar and be able to move forward.
- e. Capital Improvement Plan, Financial Implementation Plan: Chris Berg noted all the work being performed will form the Capital Improvement Plan both short term and longer term. Some will be asset based and some will be more locally project based. The distribution part will be replacing old and PBWP is looking at an asset renewal project in the distribution system. In order to stay ahead of repairs. The financial implementation plan will pull all the costs together and determine how it will be afforded.
- f. Additional Discussion: Commissioner Bill Murphy questioned when the hydraulic model is looked at and what the Precinct has for demand relative to what the Precinct has for a potential supply will be looked at. A discussion took place regarding DES average relative to the Large Ground Level Water Withdrawal Permit being over a 24-hour period and what the numbers are for withdrawal at different periods of time yearly. The yearly average is good, but during the summer flows it is fairly high. Commissioner Nathan Young questioned when the Precinct will see substantial work being accomplished on the discussed work. Chris Berg noted relatively soon and that a lot of it is the field data collection and knowing the flushing will happen Wright Pierce can coordinate with Pennichuck relative to the flow testing.

6:06 p.m. Chris Berg and Brianna Wentworth departed the meeting.

- 4. Queen Street Development Meeting Friday 29th 9 a.m.: Commissioner Bill Murphy reported he will attend the Queen Street Development Meeting Friday the 29th at 9 a.m.
- 5. Drilling/Meeting Well #4: Commissioner Bill Murphy reported he has not heard anything and noted one problem is trying to get a drill out into a wet field. A meeting in the near future needs to be held.

6. Corrosion Building Generator: Commissioner Nathan Young reported he is going to reach out to Jason Killary at the Town and ask him what the projected time is for having an updated emergency plan done for the Town so the Precinct can resubmit for the grant. If the town is looking at a prolonged period of time to have an updated emergency plan the Precinct will have to consider an alternative. A discussion took place regarding the Town being a separate entity than the Precinct. Additionally, Commissioner Nathan Young reported he will ask about a new Generator, which is 60 to 85 weeks out, and if the Precinct buys a generator and halfway through the year the Precinct is accepted for the grant will the Precinct be able to apply the purchased generator to the grant. A discussion also took place about the booster station generator.
7. 28 Queen Street: Commissioner Nathan Young reported he left a message today for the homeowner and asked if a flushing has been done and if it was done what the result was. Additionally, he told the homeowner he would come and look this weekend if he/she desired.
8. Blasting Timeline: Commissioner Bill Murphy reported they have been working and he suspects they are currently getting all the dirt off the top of the ledge so they can go forward. Additionally, Commissioner Bill Murphy noted there has been a lot of Audley trucks in the area, but they have not responded to his email.
9. Flushing Program May 6 - May 10: Commissioner Nathan Young reported there is a proposal to do the Flushing Program from May 6th to May 10th. **Commissioner Nathan Young made a motion to approve the proposal. Seconded by Commissioner Bill Murphy. Passed Unanimously.**
10. 31 Queen Street Water Request Letter: Commissioner Bill Murphy reported a request for water was put in for the property and Chuck, the building inspector reported they are not ready for water at this time. What they need is a letter stating that the Precinct can supply water, which Commissioner Bill Murphy wrote and supplied to the Town.
11. TTHM and HAA5 Compliance: Commissioner Nathan Young reported he was sent directly from DES a TTHM and HAA5 Compliance which are both tested for in the water which are cancer causing agents which can be caused for free chlorine in the water. The report showed all the Precinct's test sites were under the amounts so there are no violations. It did ask for some additional information pertaining to surface water facilities, which Commissioner Nathan Young has not seen before, so he forwarded it to Don at Pennichuck. If the Precinct ever did get close to the amounts, it would consider lowering its chlorine residual which would lower those numbers. The report showed the Precinct has a very small amount of the TTHM

and absolutely no HAA5. A brief discussion took place regarding the compliance report.

Long-Term Projects:

1. Well #4: Tabled.
2. GIS: Tabled.
3. Emergency Plan Update: Commissioner Nathan Young reported he plans on addressing the Precincts emergency plan at the next meeting.

Other Business: Commissioner Bill Murphy noted that at the next meeting a Chair needs to be elected.

Meeting Closed:

Motion to Close the Meeting by Commissioner Nathan Young. Seconded by Commissioner Bill Murphy. Passed unanimously. The meeting was adjourned at 6: 23 pm. by Commissioner Nathan Young, Chair.

Next Meeting:

The Next Regular Meeting Penacook/Boscawen Water Precinct, 9 Woodbury Lane, Boscawen, NH. on, Wednesday, April 11, 2024, at 5:30 p.m.

Minutes submitted by: Lauren Hargrave, Recording Clerk on 3 April 2024

Minutes approved by: _____ on 11 April 2024
_____ on 11 April 2024
_____ on 11 April 2024