

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 May 29, 2024, at 5:29 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 May 8, 2024. Seconded by Commissioner Nathan Young. Passed Unanimously.

New Business:

1. 145 King Street Leak Credit, Fee Issues, and Water Meter: Commissioner Nathan Young reported the original calculation was based upon the fee schedule for a total The issue at hand deals mainly with the Water Investment Fee (WIF). Commissioner Nathan Young noted there is a lot of clarification regarding the connection fees on the Precincts rate schedule, however, there is almost no clarification regarding the WIF fees which only deals with houses. For apartments it should be amount of bedrooms, and all have sinks, showers, and toilets all being used individually. For apartments they do have common laundry and common external use shared on the premises. It was also noted that businesses should also be billed for WIF and a discussion took place regarding basing the WIF upon service size for commercial businesses. An extended discussion was held regarding adding new information to the current Precinct rate schedule which will clarify fees for multi-units residence and commercial businesses. The general consensus is to change the rate schedule WIF to read "single bedroom dwelling

\$2500 plus \$750 for each additional bedroom. Commissioner Bill Murphy noted changing the wording on the rate schedule needs to be another evolution, for now the proposed connection fee document for 145 King Street is calculated correctly. Commercially, it is the general consensus that the size of the connection will determine the WIF. **Commissioner Bill Murphy made a motion to accept the connection fee document for the 145 King Street property. (See Attached) Seconded by Commissioner Nathan Young. Passed Unanimously. Commissioner Bill Murphy made a motion to apply a leak credit to the bill on 145 King Street in the amount \$2696.00. Commissioner Nathan Young seconded. Passed Unanimously.** Commissioner Nathan Young interjected and explained there need to be clarification of rate schedule fees. Further, Commissioner Nathan Young recommended connection fees for Commercial buildings, up to 1-inch \$3100, up to 2-inch \$4100 , above 2-inch \$5500. Commercial WIF should be 1-inch \$4000, up to 2-inch \$5000 , above 2-inch \$6000. Cheryl Mitchell noted changes to the rate schedule should be made and voted on during the Annual Meeting. The Commissioners agreed and will keep the proposed changes in mind for the next annual meeting rate fee schedule vote. Commissioner Bill Murphy also noted the property will need a 2-inch meter. A brief discussion took place regarding the future meter transitions. The Commissioners agreed to utilize a 2-inch Sensus meter which will need to be purchased for the project. Commissioner Bill Murphy also reported he did receive an email from the Sensus Representative in Massachusetts. Commissioner Bill Murphy will contact the representative tomorrow and discuss other Sensus meter distributors now that EJ Prescott is no longer going to stock Sensus.

2. Queen Street Tanks Paving and Electrical Room repairs: Commissioner Bill Murphy reported the paving at the Queen Street Tank is completed and he will probably go back to the location next week with the Trusses, which he has made. Additionally, Commissioner Bill Murphy reported he does have the staging up at the location with a couple of ladders and at some point, the Commissioners will need to go and make the repairs to the electrical room. Commissioner Nathan Young noted he will reattach the electrical once the other repairs are made.
3. Caron Escrow: Commissioner Bill Murphy reported the Caron is selling the properties as condominiums as opposed to renting, which may not make a difference with regards to the escrow account. However, at this time an escrow need to be kept because the construction is done. Commissioner Nathan Young questioned if Pennichuck charged the account for the purchase of all the meters. Additionally, it is unknown if the back flow preventor has been installed and been paid for or not. Commissioner Bill Murphy will contact Sarah Diggins to determine if the meters and back flow preventor were paid for. Commissioner Bill Murphy will

contact Caron and question if the back flow preventor was installed. Once these two items are paid and installation is completed the escrow can be released, until such time the Precinct will retain the escrow.

4. Peaceful Properties (Berkeley) Escrow: Commissioner Bill Murphy reported the building continues and there are approximately ten houses remaining to be built. He noted that the applications are done in the homeowner's name so there is no need to hold the escrow. **Commissioner Bill Murphy made a motion to release Berkley's Escrow in the amount of \$4,140.00. Seconded by Commissioner Frank Dineen, Passed Unanimously.** Commissioner Bill Murphy will let Berkeley know that the escrow is being released.
5. Asset Management Plan, 2018 – 2019: Commissioner Bill Murphy questioned if there was any other document created for a Precinct Asset Management Plan. Cheryl Mitchell presented the Commissioners with the only documentation she could locate regarding a Precinct Asset Management Plan. The document presented appears to be a CIP which would be part of the Asset Management Plan. Commissioner Nathan Young believes the Underwood Study is the closest document the Precinct has regarding the Asset Management Plan and will reach out to Wright-Pierce and request the Underwood Study be returned. Commissioner Bill Murphy also noted there is miscellaneous information in Lorrie Carey's binders along with grant information, etc., but there is no real Asset Management Plan document. Commissioner Bill Murphy will compile the information he finds so it can be in a centralized location. Cheryl Mitchell questioned the grant which the Precinct received for the Apple tablets and the computer and what it fell under. It may have been part of the Asset Management Grant.
6. Audley Blasting: Commissioner Bill Murphy reported Audley has blasted three times and every time has been fine. They are supposed to be doing one more, but it is unknown when it will occur.
7. Consumer Confidence Report (CCR): Commissioner Nathan Young reported he forwarded the CCR on and reached out to them to see if it was submitted to DES. It will be submitted to DES on June 1st.
8. IO Electric Report: Commissioner Nathan Young reported the report was done when permission was given for IO Electric to go to the Well site and see what may be causing problems, etc. He reached out to Pennichuck and requested that IO Electric give the Precinct an itemized cost so decisions can be made regarding what needs to be repaired, etc. The Commissioners reviewed the report together. One issue involves corrosion at the Well site and it should be shut down, taken apart, cleaned, and a dielectric grease in to prevent corrosion. Also, inside the PLC

Panel the 120 is not connected in the best fashion and should be pulled out onto terminal blocks. Commissioner Nathan Young further explained these repairs which do not appear to be major and should not take a lot of time or work to complete. At the Pump Station the emergency backup and smoke detectors are not functioning. There are several receptacles which have been burnt out, splashed with chemicals over the years, or shorted out. There are extension cords to chemical pumps that are not properly done, etc. There is a Romex which is going to a transfer pump from a junction box which needs to be changed. Additionally, having metal boxes in the station allows for corrosion on all electrical equipment so they should be swapped out to PVC boxes. Some of the junction boxes have rodent infestations which need to be cleaned and holes plugged. Again, Commissioner Nathan Young feels all the issues pointed out in the report are legitimate but an itemized cost for everything is needed. A brief discussion took place regarding the report.

9. IO Electric 57.8 to 54Hz: Commissioner Nathan Young reported IO Electric went to the Booster Station during flushing and they found that the flushing put a strain on the pumps. Pumps are controlled by the Variable Frequency Drives (VFD's). 60Hz is 100% and the limit on the VFD is based on Hz. The original was set with a max of 57.8 Hz and during the high flow circumstances they went up to 11 amps which is over the 9-amp setting for the overload causing the tripping off the pumps. Therefore, they found if the max Hz was lowered from 57.8 to 54, which works out to be somewhere about 90%, it brought it back to an acceptable amount and was not tripping. Commissioner Nathan Young noted that based upon this work and the report presented IO Electrical seems to be a fair option going forward.
10. Power Up Battery Replacement/November: Commissioner Nathan Young reported Power Up sent a notice that the battery at the Booster Station Generator is from 2007 and most likely at the end of its life. Therefore, when Power Up comes in November would the Precinct like it to be replaced and Commissioner Nathan Young agreed to have it replaced at that time.
11. DWSRF Pre Application: Commissioner Nathan Young reported Underwood prepared the DWSRF for the Precinct and one thing of note was a part where they wanted to know if the Precinct generated 90,000 gallons in a year how much it would cost. Underwood came up with a figure of \$825.24 and Commissioner Nathan Young did the math based upon the Precincts current rates and came up with \$445.45 and he will send the numbers back for correction to Underwood. The other thing of note is the lead lines within the system possibility being in the area of the work. A discussion took place regarding adding into the application that a large amount of the piping in the area is asbestos and lead is not the only problem. Percentage wise asbestos is significant in the area. Commissioner Bill Murphy

reported looking at all the cards he has reviewed there are few that state lead lines, most read as unknown. The Commissioners also briefly discussed the quote which was received by Underwood for the project is not affordable and needs to be broken down into costs in order to determine what is feasible for the Precinct and what is not. It will be discussed further in the future with Underwood.

12. Janet Levy: Commissioner Nathan Young noted Janet Levy did a lot of work for the Precinct over the years and was always a help to the Commissioners and therefore they want to send something in her honor to show appreciation. The family asked for donations to the Concord Women's Club. ***Commissioner Nathan Young made a motion for the Precinct to donate \$500 in Janet Levy's name to the Concord Women's Club. Seconded by Commissioner Bill Murphy Passed Unanimously.***
13. 6a Red Oak Way: Cheryl Mitchell reported the check for the overpayment has been written and with the Commissioners approval she will send it out to the customer. ***Commissioner Nathan Young made a motion to refund the overpayment to 6a Red Oak Way for \$465.44. Seconded by Commissioner Frank Dineen. Passed Unanimously.***
14. Test Well Permission: Commissioner Nathan Young reported Wright Pierce utilized some of the remainder money from the Strategic Planning Grant to produce a draft form of an option to purchase form and the permission to test drill form. Commissioner Nathan Young will forward the forms to the other Commissioners for review via email. A discussion took place regarding the areas which the Commissioners want test drills to take place and they also reviewed mapping for the properties potential test drilling locations as well as other information submitted which the Commissioners all reviewed. A discussion took place regarding multiple anticipated projects, funding, and plans which the Precinct is facing in the future.
15. 21 Goodhue Road: Commissioner Bill Murphy explained the customer is elderly and had a family member living there which utilized the water also. The customer is now on the list of shut offs. The customer is refusing to pay more than the minimum which he has been paying and it is rare that he himself utilizes the minimum amount of water. Commissioner Bill Murphy further reported he spoke with Sarah Diggins at Pennichuck and asked her to remove the customer from the shut off list and suggested to the other Commissioners to have a lien put on the property instead. The Commissioners agreed and Commissioner Bill Murphy will produce the lien document on the property for filing.

Long-Term Projects:

- 1. Well #4: Tabled
- 2. GIS: Tabled
- 3. Corrosion Building Generator: Tabled

Meeting Closed:

Motion to Close the Meeting by Commissioner Nathan Young. Seconded by Commissioner Bill Murphy. Passed unanimously. The meeting was adjourned at 6:46 pm. by Commissioner Nathan Young, Chair.

Next Meeting:

The Next Regular Meeting Penacook/Boscawen Water Precinct, 9 Woodbury Lane, Boscawen, NH. on, Wednesday, June 12, 2024, at 5:30 p.m.

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

Minutes approved by: _____ /s/ _____ on June 12, 2024
_____ /s/ _____ on June 12, 2024
_____ /s/ _____ on June 12, 2024

Penacook Boscawen Water Precinct

9 Woodbury Lane
Boscawen, N.H.03303
boscawenwater.com

DM Holdings LLC
10 Bricketts Mill Rd. #D-3
Hampstead, N.H. 03841

145 King St. project: 15 one-bedroom apartments

Fees and application can be found at: boscawenwater.com/new service/

PBWP Connection fees:

Multiple units, 4 plus: \$1600.00 per unit	15 units = \$24,000
Credit for existing single-family service:	- \$2,600
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	\$21,400

Water Investment Fee (WIF):
\$3250 2BR - \$750 credit for 1 BR = \$2500

One bedroom, \$2,500	15 bedrooms = \$37,500
Credit for existing 3 BR service:	- \$4,000
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	\$33,500

Total of fees:	\$54,900
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Past due water bill for 145 King St. account # 744000358 as of 4/29/2024

	\$5392.00
Leak credit 50%	- \$2696.00
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	\$2696.00

Total due:	\$57,596.00
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