

## **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. of July 9, 2025, at 5:27 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 June 25, 2025. Seconded by Commissioner Frank Dineen. Passed Unanimously.***

### **New Business:**

1. Elm Street Main Extension (Jeffrey Lewis): Commissioner Nathan Young reported the information requested was sent to Jeffrey Lewis who will be sending the check for \$5,000 in for escrow. Jeff also sent a link with the PDF information which was forwarded to Chris Berg. Commissioner Nathan Young called Chris Berg and requested the information be reviewed by Wright Pierce.
2. Don Fannie Leak @ 151-153 N. Main Street.: Commissioner Bill Murphy reported this involves the cabins. Two of the cabins are on one curb stop and the other two are on another curb stop. Two of the cabins do not have a problem, however there is a leak between the other two cabins which could be a tee or something else. Commissioner Bill Murphy reported It was a significant leak which has been going on for a while. A temporary line was set up from another cabin to feed the two cabins in question so the water could be shut off. Gilinas will go and fix the leak however, the curb stop is also leaking. Therefore, Gilinas will replace both curb stops when he repairs the leak. A brief discussion

took place regarding the curb stops, the individual cabins, individual shut offs, and potential cost .

3. 38 Oak Street Repair: Commissioner Bill Murphy showed the other Commissioners from google that the curb stop for 38 Oak Street is located across from the other side of another driveway. The owner had problems with the copper line running in and there is a part which is in place. There was a previous thought to move the curb stop and Gelinas gave the owner a price for moving it. The owner is resistant regarding moving the curb stop and Commissioner Bill Murphy believes it is reasonable to have the customer make the connection with the understanding that he will own the entire line if something goes wrong. The other commissioners agreed.
4. Tie Card Scanning: Commissioner Bill Murphy reported he has finished the scanning of all the tie cards, all the information in the yellow information books, and a couple of other notebooks with information. Commissioner Nathan Young reported that once the scanned information is placed on the new system he will contact the State to let them know more information has been organized so Underwood should be brought in to officially document the information and adjust the Precinct list. Commissioner Bill Murphy noted that quite a few unknowns will now be known. A discussion took place regarding the tie card documents.
5. Hydrant Mowing: Commissioner Frank Dineen reported that he will begin the mowing as weather permits. A brief discussion took place regarding other mowing other than the hydrants.
6. Generator Water/Oil: Commissioner Bill Murphy reported he went and pulled the dip stick and there is no evidence of water in the oil. A brief discussion took place regarding the coolant in the generator.
7. Core and Main Billing: Cheryl Mitchell explained the billing from Core and Main shows the Precinct now has a \$5,000 credit balance on the last invoice. Cheryl Mitchell questioned why the Precinct paid a late fee. Commissioner Frank Dineen will go to Core and Main and ask for a complete detail of the account. The Commissioners and Cheryl Mitchell reviewed the invoices from Core and Main. A discussion took place regarding purchases, size, costs, meters, and radios. Cheryl Mitchell reported she has not been receiving invoices and would like to have them to match the invoices. Commissioner Nathan Young suggested Cheryl Mitchell receive statements, etc., from Core and Main be sent directly to her email. The Commissioners agreed.
8. June ageing Report: Commissioner Bill Murphy reported the latest ageing report shows a large amount of credits and questioned why. Commissioner Nathan Young noted the credits could have been from estimates which were too high, and a read was finally able to be done. There also may be a system error. A discussion took place regarding the

credits on the report. Additionally, Commissioner Bill Murphy reported there are a great deal of accounts which have not been paid and should be shut off. He noted that the Commissioners were supposed to have a shut off list months ago. A discussion took place regarding shut offs. Commissioner Nathan Young will call and speak with Sarah from Pennichuck.

9. Grant Money Update: Any Updates on the 2024 and 2025 grant money we have spent but have not yet been reimbursed by the State of New Hampshire. 2024 \$4,782.73 and 2025 \$26,669.97: Commissioner Nathan Young reported the reason the Precinct has not received the money is due to the deliverables not being delivered to the State and the State will not reimburse until the deliverables arrive. Commissioner Nathan Young called Chris and by the end of the month it should be done. Also, they will need to come back and do some more flow testing because they believe some of the flow testing which was done the meter was not acting correctly. A discussion took place regarding flow numbers and the meter which was being utilized.
10. Dale Matthews (68 10CF)  $\$61.03 = \$523.58 + \$29.33 = \$552.91$ . Abate  $\$87.06 + \$61.03 = \$148.09$  pay: Commissioner Nathan Young shared a current water bill which has the usage history since 2002 and the shows usage is around 47, which was a March read, and the march read was not correct and was \$768.00 for 10 cubic feet. The previous two March were 47 and 68. The highest ever has been 134. After the meter was replaced it went back down to 76. Therefore, Commissioner Nathan Young explained that the highest March was 68 cubic feet and based upon that including his base pay it should have been \$61.03. During that billing period the bill was at \$523.58 and therefore the total water abatement should be \$523.58 to bring the customer where the bill should have been. It was noted that there is also a late fee on the current bill which Commissioner Nathan Young told the customer not to pay until things were settled. The late fee is \$29.33 therefore going forward the abatement would total \$552.91. The current bill is \$87.06 plus the \$61.03 which the March bill should have been. The total customer bill is \$148.09 to be caught up. A discussion took place regarding the billing and payment. **Commissioner Nathan Young made a motion to abate Dale Matthews water bill for his March bill and the late payment totaling \$552.91, leaving his balance due at \$148.09. Seconded by Commissioner Bill Murphy. Passed Unanimously.** Commissioner Nathan Young will contact Sarah at Pennichuck to apply the abatement and will notify Dale Matthews regarding payment.
11. RD Loan 4.25% or 30 years/meeting  $\$35 \rightarrow \$40$  .685- $\rightarrow$ .830-.902 10 cubic feet  $\$120 \rightarrow \$150$ : Commissioner Nathan Young reported that he has run some numbers two ways with regards to the Rural Development Loan (RD) and they came out fairly similar. Loan at 4.25% or 30 years for \$3,860,000, would be a quarterly payment of \$57,000 or \$228,000 per year. Commissioner Nathan Young would like someone to run the numbers again. For \$228,000 a year with the average water bill \$120 quarterly. If the Precinct were

to raise the baseline from \$35 to \$50 it would only give you \$21,000 per quarter. Which would be \$36,000 left to pay quarterly. Between 1400 connections the amount divided by water usage per cubic foot the rates from .685 to .830. The second way of calculation was to look at the water revenue and with the water revenue there would be lacking by a certain percentage. If the base rate is not included the loan should be absorbed by the water rate alone and then raise the base rate by \$5. The loan will be able to be covered with the water rate alone and ignoring the base rate, which can go up to \$40. Totalling an extra \$7,000 per year. The water rate would have to go from .685 to .902 which will increase the bill for \$120 per quarter and would be paying \$150 per quarter. This is just an average. The stand-alone dollar amounts for projects will go up also. Commissioner Nathan Young will reach out to Jordan and have him calculate what he believes the quarterly loan amount would be. It was noted that the type of loan and payment methods could be different then the calculations used. A discussion took place regarding the Precincts' current balance, variables, and rates to cover the proposed project. Commissioner Nathan Young noted he would rather raise the base rate slightly and cover the loan with the water rates. This would allow for if there is a low usage year the loan would still be able to be paid the water rate would have to increase by 32%. The amount suggested to replace 2 miles of pipe will be a 32% increase. Commissioner Bill Murphy noted that the Precinct can keep the rate low by doing taxation. Discussion took place regarding rate impacts, distance, various costs, calculations, and other potentials regarding the RD Loan. Commissioner Nathan Young will continue to work on the numbers. A discussion took place regarding the special meeting.

### **Other Business:**

Cheryl Mitchell requested that she be on the Franklin Savings Bank so she can obtain printed statements. ***Commissioner Nathan Young made a motion for Cheryl Mitchell to be allowed to have local access to the Franklin Savings Bank accounts to conduct his business accordingly when the internet is down. Seconded by Commissioner Bill Murphy. Passed Unanimously.*** Commissioner Nathan Young will go to Franklin Savings Bank to give the access.

Commissioner Nathan Young reported he has the Precinct's tax identification number, estimated start date of November 2025, history of damages is coming from power up in order to fill out the form required. The fuel tank will also be added. The information needs to send to Wright Pierce. Commissioner Nathan Young questioned if the source of matching funds falls under the improvement fund? Cheryl Mitchell noted that it can come out of the Water Improvement Fund. A discussion took place regarding the source of matching funds and the actual grant being applied for. The Commissioners agreed that the matching fund source will be indicated as "Special Project" funds. Commissioner Nathan Young questioned a line item which is for Management Costs and asks if the Precinct would like to pursue they are capped at 5% of the total grant and would cover expenses to administrate this grant. A discussion

took place regarding the issue and the Commissioners agreed the answer is no. Another question was estimated costs of manual maintenance if applicable. Commissioner Nathan Young reported he answered with \$700 to \$800 are major pm which is \$400 and the minor pm is about \$250 and the new one may have slightly more maintenance cost. The last question consideration of alternatives “this application requires an alternative approach in addition to no action scenario. Commissioner Nathan Young is going to respond that the Precinct is looking to replace the fuel tank and do a major overhaul with costs almost as high as a new unit. Commissioner Nathan Young will submit that portion of information tomorrow and ask when the Precinct can expect that the documents will be. There was a discussion regarding repair costs. Keith Germaine and Jessica Richard of Wright Pierce are working on this for the Precinct. Commissioner Nathan Young noted that by getting the official CIP and official Asset Management will help with loans.

**Old Business:**

- 1. Corrosion Building Generator: Tabled
- 2. Commercial Street Right-of-Way: Tabled
- 3. Backflow Failures: Tabled
  - a. 314 DW HWY (1 out of 2)
  - b. 325 DW HWY (1 out of 2)
  - c. 154 King No Access
  - d. 172 King (1 out of 2)
  - e. 30 Tremont (1 out of 3)

**Meeting Closed:**

***Motion to Close the Meeting by Commissioner Nathan Young. Seconded by Commissioner Bill Murphy. Passed unanimously. The meeting was adjourned at 6:53 pm. by Commissioner Nathan Young, Chair.***

**Next Meeting:**

The Next Regular Meeting Penacook/Boscawen Water Precinct, 9 Woodbury Lane, Boscawen, NH on July 30, 2025, at 5:30 p.m.

Minutes submitted by: Lauren Hargrave, Recording Clerk on July 11, 2025.

Minutes approved by: \_\_\_\_\_/s/\_\_\_\_\_ on July 30, 2025  
\_\_\_\_\_/s/\_\_\_\_\_ on July 30, 2025  
\_\_\_\_\_/s/\_\_\_\_\_ on July 30, 2025