

## **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. of September 10, 2025, at 5:24 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 August 27, 2025. Seconded by Commissioner Frank Dineen. Passed Unanimously.***

### **New Business:**

1. 28 Oak Street: Commissioner Bill Murphy reported the customer did the repairs, the hoses are gone, and everything is back in order.
2. 16 Queen Street Tap: Commissioner Bill Murphy reported it was completed yesterday. The main looks to be in good condition. A brief discussion was held.
3. Queen Street, Tank Shed Roof: Commissioner Bill Murphy reported the Queen Street tank roof needs some repair as there were some which were blown off and it needs to be straightened out. There is a bundle of shingles in the garage currently. Commissioner Nathan Young noted that approximately two cans of spray foam will be needed before winter, which he will pick up. A brief discussion took place regarding when it would be convenient for the Commissioners to complete the work.
4. Merrimack County Complex Overpayment Refund: Commissioner Nathan Young reported the meter at the Merrimack County complex was overread and placing a credit

on the account of \$35,444.85. Cheryl Mitchell noted it was overread on this billing also. Pennichuck issued credit for the last bill. The total amounted to \$43,953.70. Commissioner Bill Murphy reported the misread have been going on for years They believed it was a 4-inch, and it ended up that it was a 2-inch. A brief discussion took place regarding unaccounted water. Commissioner Nathan Young made a motion to issue a check to Merrimack County for \$35,444.85. Seconded by Commissioner Bill Murphy Commissioner Bill Murphy will call Duston tomorrow to see how the check is to be made out. It was noted that the meter in the Jail is reading correctly. A further discussion took place regarding the incorrect readings and resolution.

5. Warrant Article/Special Meeting: Commissioner Nathan Young reported the meeting he had with the people of the Rural Development today and went well. They requested three separate lists of the Precinct assets divided up. It was not replaced in the next five to ten years, it is life spans. The current condition of anything is not needed. The list which was given by the Precinct was based off of Wright-Pierce's, which will be the Precinct Asset Management, that the Precinct does not currently have. Additionally, Commissioner Nathan Young reported the submitted list was acceptable, however the Precinct needs to also place the replacement costs for all the items listed today, the underwriting needs to be finished today because they will be done making by September 29<sup>th</sup> and if the Precinct does not have the finished documents, then it will not receive any money The Precinct should know by the end of the month if it will be approved or not, and for how much if approved. Commissioner Nathan Young also noted that the Precincts special project line is the short-lived asset line which they are looking for. He continued to explain operation and maintenance (O&M) along with variable frequency drive (VFD) and what is needed. He also contacted Tori and requested help with numbers for previously paid items. He also requested help from Commissioner Bill Murphy. There is a total of 54-line items, however, there are only approximately thirty-five things as some are triples such as three VFD's. Once the numbers are all obtained, Commissioner Nathan Young will put in the necessary document and submit it. A further discussion was held regarding the meeting. In summary, the short-lived asset list was accepted. They agreed with the items which were on it. They now have everything regarding the Precincts' proper water usage. How much things cost is the final information which is needed to get it through underwriting. They do not need any approval from the Precinct prior to contracting out. Therefore, no special meeting is necessary, and it can be covered in a warrant article during the annual meeting. A discussion was held regarding this loan/grant process.
6. Jeff Lewis, Elm Street Project: Commissioner Nathan Young reported Wright-Pierce came back, and Jeff Lewis approved. Wright-Pierce was hoping to have it done by next Friday.
7. SAM 9/7/2026: Commissioner Nathan Young reported SAM.gov successfully updated so the Precinct is good until September 7, 2026.

8. Leak Detection: Commissioner Nathan Young reported an email was received on September 8<sup>th</sup> regarding an update on the NHDES leak detection survey grant. They could not complete all surveys in the contract year 2025. Currently they are looking at water systems below table received their detections in 2026. The Precinct may be done at the end of October if the weather and personnel are desirable. Additionally, the American Leak Detection sent the Precinct an email to notify them that they are continuing the Leak Detection Survey for NH Water Systems through their contract with NHDES. They would like to schedule for Friday, October 24<sup>th</sup> at 8 a.m. meeting. Access to electronic papers or maps and curb stops along with main line valves need to be marked if possible. When the Precinct is contacted for scheduling contact information for an onsite person will be needed. Commissioner Nathan Young will contact Pennichuck to request marking anything which they are able to when they are in the vicinity. He will also check with Chris regarding the GIS. A discussion took place regarding the marking of the curb stops. Commissioner Nathan Young will respond and let them know that the Precinct will get all the maps prior to them coming in. As far as marking, it will not be possible, however, the system operator will be in town that day for all questions. He will also supply Commissioner Bill Murphy's contact information to them.
9. Corrosion Building Pipe: Commissioner Nathan Young read correspondence regarding recommended changing the material type to PVC to minimize the corrosion risk in the event of future flood events. They have determined that the bypass is most likely unnecessary expense for the infrequently which it will be used. An estimated cost is being produced which they will send to the Commissioners when available. Additionally, the Differential Pressure (DP) cell which is the Precincts flow meter is on it, the orifice plate is on that section of pipe, and they will work with instruments to see if there are any replacements for this and if they can calibrate it. Also, A&D instruments will only perform annual celebrations and flow testing during specific times of the year going forward. Currently they are doing September and April and a check will be done to see if April brings the Precinct out of compliance with anything. April may still put the Precinct within the twelfth of thirteen months which it has to happen within. A brief discussion took place.

#### **Other Business:**

1. Cheryl Mitchell questioned how many current grants Wright Pierce is using. Commissioner Nathan Young reported that she will be receiving a list of invoice numbers, and which grant they are attached to. A discussion took place regarding the check for the overbilling of the Merrimack County facilities. Cheryl Mitchell will speak with Sarah at Pennichuck to make sure of the correct fashion and the correct amount. Cheryl Mitchell is given permission to issue the check if needed. *Commissioner Nathan Young requested Cheryl Mitchell contact Sarah at Pennichuck for clarification. Commissioner Nathan Young made a motion to amend the previous motion to allow Cheryl Mitchell to write a check, if needed, after her conversation with Sarah at Pennichuck.*

2. Commissioner Nathan Young noted he needs to check with TDS, order a safety vest, and tablet. Lauren Hargrave requested she have permission to look at the old tablets and see if she can get into them in order for them to be usable. Permission was granted.

**Old Business:**

1. Wright-Pierce LSLI, LGWP, AMPD, SPG: Tabled
2. Well #4: Tabled
3. GIS: Tabled
4. Corrosion Building Generator
5. Commercial Street Right-of-Way: Tabled
6. Backflow Failures: Tabled
  - 314 DW HWY (1 out of 2)
  - 325 DW HWY (1 out of 2)
  - 154 King No Access
  - 172 King (1 out of 2)
  - 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 6:13 pm. by Commissioner Nathan Young, Chair.***

**Next Meeting:**

The Next Regular Meeting Penacook/Boscawen Water Precinct, 9 Woodbury Lane, Boscawen, NH on September 24, 2025, at 5:30 p.m.

Minutes submitted by: Lauren Hargrave, Recording Clerk on September 12, 2025

Minutes approved by: \_\_\_\_\_/s/\_\_\_\_\_ on September 24, 2025  
\_\_\_\_\_/s/\_\_\_\_\_ on September 24, 2025  
\_\_\_\_\_/s/\_\_\_\_\_ on September 24, 2025