

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 December 11, 2025, 5:45 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 November 25, 2025. Seconded by Commissioner Nathan Young. Passed Unanimously.

New Business:

1. Cross Connection Control Document: Commissioner Nathan Young reported he sent in the Cross Connection Control Documents to DES, who said it looks good and it was filled out correctly. However, DES suggested adding a page at the end for the Commissioners' signatures with the approval date. It was noted that currently it is a fillable document, a signature page needs to be added, and then the document needs to be converted into a finished product such as a PDF. Once that is completed Commissioner Nathan Young will send it into DES again and they will officially accept it at that point.
2. Generator Grant: Commissioner Nathan Young reported the generator went down again at the Corrosion Building which cost another \$2,000 to get it up and running again. He has not had a chance to reach out and ask about the status of Generator Grant. A discussion took place regarding the Generator Grant and where it currently stands. Commissioner Nathan Young will follow up prior to the next regular meeting.
3. Water Conservation Plan: Commissioner Nathan Young reported the Water Conservation Plan was the last step after the Well Site Permit was renewed. DES had said it was

needed, and Wright-Pierce finished the plan and sent it to the State who verified receipt of it.

4. Queen Street Tank: Commissioner Nathan Young reported he visited the Queen Street Tank site with spray foam cans and filled the cracks, so the outside is no longer visible from the interior. A brief discussion took place regarding the repair of the Queen Street Tank building.
5. PDIP: Commissioner Bill Murphy reported he is unsure where the PDIP stands. He noted it is complicated, and Cheryl Mitchell is not Bonded as a Precinct Employee to be able to help. Commissioner Bill Murphy will forward the information to Commissioner Nathan Young who will reach out and try to complete it. The login for PDIP will be shared with the other Commissioners and Cheryl Mitchell for future needs.
6. Well Site Plans: Commissioner Nathan Young received the Well Site Plans which were located by Commissioner Bill Murphy. Commissioner Bill Murphy reported that the red shows where the water lines are and where the electrical is. It was noted that they follow the same path. Wright-Pierce was looking for information to add to the ground scan to try and plan where they will be doing future drilling. A discussion took place regarding the location and the different Wells. Commissioner Nathan Young will try to scan the Well Site Plans and send them to Wright-Pierce. If scanning is not possible, he will deliver them to Wright-Pierce for them to copy and return the originals to the Precinct.
7. Merrimack Heater: Commissioner Nathan Young reported Pennichuck had to replace the Merrimack Heater. It was noted that the heater is one which has been planned for being replaced yearly.
8. Corrosion Generator \$1,897.82: Commissioner Nathan Young reported the Corrosion Building Generator went down again. A contract with PowerUp Generator Service was signed by Commissioner Nathan Young in the amount of \$1,897.82. PowerUp will be coming Thursday, December 18th to do the repair of a control board and a battery.
9. 2024 and 2025 Strategic Planning Grant: Commissioner Nathan Young reported at the last meeting there was some confusion regarding the email from Katlyn Curtis having to do with the Strategic Planning Grant. The email mentioned Manganese and Iron treatment, however, was thought that well drilling would be done with the Grant. It was noted that the previously approved Strategic Planning Grant for 2024 is being used to survey and drill. The email was for the 2025 Grant which was put in to help get a treatment design which may be needed at that facility. The email in question was referring to the Precincts' application for the 2025 Strategic Planning Grant. The response given regarding not wanting to be involved with Concord was accepted for reasoning by the State and Commissioner Nathan Young has received the paperwork which states if the Precinct accepts the grant that it has been selected for the 2025 Strategic Planning Grant

which. The 2025 Strategic Planning Grant is at 50/50 Grant in the amount of \$30,000 with a \$15,000 match from the Precinct. A discussion took place regarding the future Well site and the possible need to apply for the Strategic Planning Grant in 2026. A further discussion took place regarding the Grant names for Cheryl Mitchell to utilize in her bookkeeping. Commissioner Nathan Young will fill out the paperwork, terms and conditions, insurance binder, and the certificate of vote, tomorrow if it is accepted by the Commissioners tonight. ***Commissioner Nathan Young made a motion to accept the 2025 Strategic Planning Grant for filtration engineering purposes. Seconded by Commissioner Bill Murphy. Passed Unanimously. Commissioner Frank Dineen nominated Commissioner Bill Murphy to sign the certificate of vote to give authorization for Commissioner Nathan Young to fill out and submit the required paperwork on behalf of the Precinct. Seconded by Commissioner Bill Murphy. Passed Unanimously.*** Cheryl Mitchell notarized the paperwork as being official paperwork. It was noted that the funds will come out of the WIF. Commissioner Bill Murphy will request Primex insurance binder.

10. Lead Service Grant: Commissioner Nathan Young reported he had an afternoon meeting on Wednesday with 3 individuals from DES regarding the Lead Service Grant. The meeting discussed the submission which Wright-Pierce did for the Precincts applications and was for clarification purposes. Commissioner Nathan Young believes the Precinct will be receiving the Lead Service Grant as the meeting went particularly well and the discussion was useful. The main takeaway is the Grant is \$60,000 it can be utilized for all non-construction purposes. Which means, even digging is not considered construction as construction builds. If it is damaged in your discovery, it is considered a repair and the grant money cannot be used to replace things which are already damaged, but it can be used for all discovery purposes as well as entrance into dwellings and documentation. Commissioner Nathan Young further reported that the grant allows payment to have the data entry to be done. A brief explanation of outsourcing data entry away from Wright-Pierce, who charges an engineering rate, took place. Commissioner Nathan Young noted that the more internal things done, such as hiring vendors to do work, the less work that goes through Wright-Pierce or Pennichuck will mean the less of the markup and there will be more money from the grant to use for discovery purposes instead of documents. Commissioner Frank Dineen questioned if the lead service mailing costs could be paid from the grant. Commissioner Nathan Young reported the only thing that the grant can be used for is for work after the grant has been received. No back charging is allowed. The grant hopefully will be approved in late February or March. Commissioner Nathan Young noted that he will author an email for the Commissioners regarding points of discussion that took place at the Grant meeting. Additionally, it was noted that American products must be utilized. There is also a loan opportunity with the Lead Service Grant. They have not touched any money for the loan yet. The money must be borrowed, not used by, but put in for by 2027. The loan has a 66% forgiveness, therefore if you take a

loan for \$100,000 you are only paying back \$44,000 over the life of the loan. Additionally, the loan can be utilized for everything, and you only pay back what is borrowed. Commissioner Nathan Young also noted that Pennichuck has done a lot of pot holing in Pittsfield, but it is believed they had a third party to do the work. However, this will allow Pennichuck to help the Precinct with recommendations. Hooksett Village utilized Vortex Services to do their pot holing. A discussion took place regarding visualization and photography being utilized. It was noted if a vac truck is utilized the material cannot be put back into the hole therefore a dump truck load of loam/sand can be paid through the \$60,000 grant. Commissioner Nathan Young also noted that within a month or so he expects the same amount of paperwork will need to be filled out and filed as was done with the Strategic Planning Grant to secure the Lead Service Grant.

11. Blasting: Commissioner Bill Murphy reported the blasting is going forward and there will be a seismograph present. It is unsure if it has been done yet or not. It was noted that no one was going to be placed at the Tank for monitoring. The seismograph will be closer to the blasting than the Tank.
12. Mag Meter \$10,827.88 (\$91.72): Commissioner Nathan Young reported he had Ryan measure from the pit up through the 3-inch conduit into the building where the control unit for the mag meter would sit for distance due to the fact that the default length of the control cable on the mag meter is 30 feet from factory. The measurement resulted in the distance being a couple of feet beyond the 30 feet and there would be an approximate 2 feet shortage if it had to be moved down a pipe. Therefore, Commissioner Nathan Young had the cable come from factory at 40 feet and the Precinct would pay for the difference of \$91.72. which brought the total cost of the Mag Meter to \$10,827.88 and it has been ordered. Commissioner Nathan Young also note that he reached out to Tori at Pennichuck to see if it is possible to accomplish this during the current weather conditions and has not yet heard back from her.

Other Business:

1. Backflows: Commissioner Nathan Young reported the backflows are a part of the Cross Connection Control, noting the failures from last year. Commissioner Nathan Young also noted that he saw the individual PDF's from New England Backflow for every single test which was done, however he has not had time to review the emails or PDF and is unsure if they provided an overall list of failures in order to see if last years failures have been repaired or not. Commissioner Bill Murphy will look through the emails to see if there were current results so the backflow failure list can be updated.
2. Telemetry License: Commissioner Nathan Young reported that the FCC telemetry license needs to be renewed by the end of December. He went to renew it and found that the last time it was renewed was through Peter Minor under his security password and his email

address which is now nonexistent. There was a form to fill out to release it. Commissioner Nathan Young officially filled the form out with the reason for release, but he is unsure of how fast the turnaround time will be to receive an answer to the form. It was noted that you need the frequency, the call sign, and an FRN number to do the renewal. Commissioner Nathan Young was able to find the missing information which allowed him to see what is registered under. Once the task is completed, he will distribute the information to the other Commissioners for future use.

3. Core and Main: Cheryl Mitchell reported Core and Main did send a statement. Commissioner Bill Murphy reported the contact person who should be used for Core and Main is Amy Smith and he believes everything is finally in order.
4. Emergency Cross Connect: Commissioner Nathan Young reported he emailed Jeff Christiansen regarding the Emergency Cross Connect with Concord and what the vague details were and requesting that Jeff let him know what other details or information he needs to draft up the agreement.
5. Lead Service Mailing List: Commissioner Bill Murphy reported that the lead service mailing list has approximated 1/3 which needs to be crossed off as known. There are some which are in Gage Street project, Mobile Home Parks, and Fields have no lead and the Precinct has documentation. Commissioner Bill Murphy noted that a letter was sent out for every Mobile Home Park owner having he/she/them stipulate what kind of pipe is being utilized within the park and had it signed and dated as proof. Commissioner Nathan Young also reported that there is a former employee which stipulates pipes were replaced with specific material. A discussion took place regarding a cut-off date noting that lead was banded in 1986. It was also noted that it includes Lead and Galvanized. If Randy, former employee of the Precinct, goes over the work which he remembers can be used as documentation. Builders or anyone else who has a reasonable expectation of knowing the piping material. Another mailing does not have to be done until next year and the data entry does not need to be done until the Lead Service Loan comes through. Commissioner Nathan Young also reported the Precinct has until 2037 to complete everything. The benefit of getting it done early is that the loan can be used before the money is gone and it can be done at 44% of the cost.

Long-term Projects:

1. Wright-Pierce: LSLI, LGWP, AMPD, SPG: Tabled
2. Well #4: Tabled
3. GIS: Tabled
4. Corrosion Building Generator: Tabled
5. Commercial Street Right-of-Way: Tabled
6. Backflow Failures: Tabled

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 6:48 p.m. by Commissioner Nathan Young, Chair.

Next Meeting:

The Next Regular Meeting Penacook/Boscawen Water Precinct, 9 Woodbury Lane, Boscawen, NH on December 31, 2025, at 5:30 p.m.

Minutes submitted by: Lauren Hargrave, Recording Clerk on December 17, 2025

Minutes approved by: _____ /s/ _____ on December 31, 2025
_____ /s/ _____ on December 31, 2025
_____ /s/ _____ on December 31, 2025