

## 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 December 31, 2025, 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 December 11, 2025. Seconded by Commissioner Frank Dineen. Passed Unanimously.*

### **New Business:**

1. Office Computer: Commissioner Nathan Young reported that the office computer has been freezing and taking an exorbitant amount of time to get it restarted. He further reported that the computer is still on Windows 10. Windows 10 is no longer supported and currently the Precinct is under a grace period where it is still being supported. However, the current office computer cannot run Windows 11. Commissioner Nathan Young noted that an order can be placed through Manchester Water Works business account straight through Dell. A machine can be obtained at a much better price and have more options. Additionally, an IT person whom Commissioner Nathan Young knows has agreed to help set up a new computer for the Precinct. It was noted that Windows Defender is a fine antivirus if it is set up correctly. Along with a new computer a new computer screen needs to be purchased as the current screen may not be compatible with a new computer. Currently the Precinct has only utilized 130 GB. Due to the current usage a new computer with 512 GM of memory will be sufficient, along with internal speakers and camera. A brief discussion took place regarding Carbonite, and it should

be utilized to upload a transfer of information from the current computer. ***Commissioner Nathan Young made a motion to allow Commissioner Nathan Young to purchase a new computer for the Precinct. Seconded by Commissioner Bill Murphy. Passed Unanimously.***

2. FCC Licensing: Commissioner Nathan Young noted that this was registered to Peter Minor and under emails which are no longer active, etc. As of today Commissioner Nathan Young received confirmation from FCC that the transfer of the licensing to [boscawenwater@gmail.com](mailto:boscawenwater@gmail.com) with Nathan Young as the contact and his phone number. On the new tablets underneath the password protected file and then telemetry, you can locate the call sign and the FRN number, which is the frequency registration number. The email address which it is under, and the password are all now located on the tablets for access. Currently the FRN number shows under Commissioner Nathan Young, Boscawen Water, etc. However, it does not show up on the Boscawen Water Account yet and may take a week or so. Therefore, he cannot determine if it has been renewed or if it needs to be renewed once the registration goes through.
3. Corrosion Pit Electrical: Commissioner Nathan Young and Commissioner Bill Murphy went to the Corrosion Pit today and it was tripped again. They pumped down the pit, replaced the receptacles, and placed a waterproof cover on. It will be checked in a week to make sure the GFCI has not tripped again. Commissioner Nathan Young also needs to review electrical codes to see if the Precinct is required to have a GFCI. It is a GFCI since the pit can fill with water, but you have a super damp area which you are asking not to trip the GFCI and when it trips you fill the pit with water. It is presently safe and a weather resistant receptacle was also installed. The old box was cut off, and a new box was mounted. It needs to be rectified prior to the new Mag Meter comes in.
4. PDIP: Commissioner Nathan Young reported the PDIP has been transferred to the Precinct email address and is also in the sign in information on the tablets. It was noted that there is a six-digit pin which can be used so the authentication application does not need to be used. When Commissioner Nathan Young signed back up it defaulted to the authentication application so currently, he has the authentication application on his phone so he can approve it. He will work on resetting it to the pin number.
5. Notes from LSL Grant Meeting: Commissioner Nathan Young reported he emailed everyone the notes and forwarded the notes to the tablets also.
6. Budget/Annual Meeting Issues: Commissioner Bill Murphy questioned the Warrant Articles on the revenue side. Without it being approved as a line item should it even go into the budget? Commissioner Bill Murphy also noted that if the loan is approved it should change the water rates, etc. It is questionable if the Precinct will start paying on the loan within this budget year. Commissioner Nathan Young does not believe the project will

start this budget year. There has been no news from USDA yet. Wright-Pierce reached out again and was informed that USDA is under the review stage with their New York Office. Cheryl Mitchell noted that the budget should be made as it normally would be and the loan will be put in as a separate Warrant Article. Katie Phelps needs to be contacted to see what the timeline is for breaking ground. If it does not break ground for another year, it should not be in the budget for another year. Presenting a budget at the annual meeting will not be a definitive without the funding going through. It is required to go to the annual meeting and therefore an answer must be received soon. In the next few weeks, the Commissioners will have to start pushing for an answer. Also, the documents received from the Asset Management Loan showing the Critical Infrastructure Plan which has not been reviewed yet and should be done prior to doing the budget. Commissioner Nathan Young will review the documents received by Wright-Pierce and see what pages may pertain to the Precincts budget to resend to the Commissioners for their review. Commissioner Bill Murphy will obtain the dates up to the Annual Meeting to place on the calendar. The Sewage Project needs to be placed first and if it is not approved the loan acceptance for funding does not have to be addressed.

7. LSL Mailing List Update: Commissioner Nathan Young reported that he and Commissioner Bill Murphy went through the list and there is still a lot of work to be done on it, however, they brought the list down to 403 after going through it, which was a significant change. It was noted that there are a lot of different line items which need to be addressed and it may be feasible to have Wright-Pierce go through the list.
8. Core and Main: Cheryl Mitchell reported the invoice, and statements have been coming in correctly. Commissioner Frank Dineen reported that Core and Main is happy with the Precinct.
9. Corrosion Control Building Generator: Commissioner Nathan Young reported he reached out and found out that it could be all the way until next November before there is an answer received on the grant. Also, there are no other grants which this would fall under at this point in time. The current generator needs to last until next November before a decision needs to be made regarding paying for a new generator alone or if the Precinct is awarded the grant money. Until then, the current generator needs to keep functional. Commissioner Nathan Young had signed a \$2,000 repair and then there was a call from PowerUp who told him that the \$2,000 repair is not a guaranteed fix. It may fix the issue, but if it does not fix it, you still owe the \$2,000. The "will fix it" price is \$10,141.94. A decision needs to be made and if it needs to last another year Commissioner Nathan Young believes paying the \$10,141.94 is the way to go. A discussion took place regarding the issue, and it was noted that the cost to replace the generator currently is approximately \$75,000 to \$90,000 and the grant is a 50% match. It was also noted that the grant was sent to FEMA for review. Further discussion took place regarding rental of a generator compared to the approximate \$1,000 month it would cost for the repair. I was

noted that the wait time on a new generator is approximately 8 to 10 weeks. Also, it was noted that the grant will not cover a prior purchase. **Commissioner Nathan Young made a motion to sign and accept the quote for replacing the e-stop panel, starter, coolant level, entire circuit board on the generator at the corrosion building for \$10,141.94. Seconded by Frank Dineen. Passed Unanimously.**

10. Lead Service Line Inventory Grant: Commissioner Nathan Young reported the Precinct has been officially approved for the \$60,000 grant. The grant money will be used to find out what things are, doing inventor, mailing, etc. Commissioner Nathan Young needs to fill out the paperwork to send in. Commissioner Nathan Young made a motion for Commissioner Bill Murphy to give Commissioner Nathan Young permission to sign for PBWP the certificate of vote. Seconded by Commissioner Frank Dineen. Passed Unanimously. Commissioner Bill Murphy signed the Certificate of Vote, authorizing Commissioner Nathan Young to sign all other state documents needed to accept the grant, and it was notarized by Cheryl Mitchell. Commissioner Nathan Young will complete the paperwork and send it back all together. Additionally, Commissioner Nathan Young is going to get a hold of them and ask if they need another insurance binder from the Precinct or if the one previously sent in a few weeks ago is sufficient.
11. iPad Updates: Commissioner Nathan Young reported all the iPads are up to date. There are a few visual changes, and the new password information for the PDIP entered, the telemetry licensing information, and the notes from the lead service grant meeting have all been added.

#### **Other Business:**

1. 2025 Annual Monitoring Report Submission for Large Ground Water Withdrawal Permits: Commissioner Nathan Young reported the Precinct received an email for the 2025 Annual Monitoring Report Submission for Large Ground Water Withdrawal Permits from DES. He forwarded it to Tori and questioned if Pennichuck takes care of this information or if it is something the Precinct has to do in house. Tori's response was that it is a new requirement and is not something which Pennichuck has submitted previously on behalf of the system. The current permit and attachments it appears an hourly reporting for the level of Well #3 is now required to be submitted to NH DES on an annual basis. However, there is no hourly level reports to compile and submit the information. She confirmed that the Well level is not reported through the GS400 and she is unsure if there is any other reporting system which can be used to retrieve the information. Therefore, Commissioner Nathan Young noted Well #3 has not been recorded, which means DES needs to be contacted and ask them what the Precinct should do as it is not something it has had in the past. Commissioner Nathan Young noted the Precinct has all the different data on the Well heights and it appears the GS400 is almost maxed out with all the information being sent to Pennichuck currently. He is unsure if there is an upgrade or if an additional modem

and unit is necessary to send all the information back and forth to Pennichuck. Commissioner Nathan Young will pose this question to EII. Commissioner Nathan Young will call the State to figure out what needs to be done and what the timeline is to get the request corrected and completed. The email sent from DES was read by Commissioner Nathan Young and states the monitoring is due on January 31, 2026. Based upon the general guidelines it may be that the Precincts permit does not require it, or it may be a new requirement will need to be outlined in the Annual Report which states that this new requirement is being actively worked on to be corrected. Hopefully, the Precinct will be covered until January 2027. A discussion took place regarding the data points for Well #3 and it is the only one which shows a Well height. It was noted by Commissioner Nathan Young that Chuck has the replacement unit for Well #1 in his truck and he needs to get to the Well and replace it. Well #2 is not functional. A discussion took place regarding Well #3 and the Well protection plan which Wright-Pierce just developed for the Precinct to be submitted. It was also noted that Well #3 has only been under the new license for a few months. A discussion took place regarding the reasoning behind the need for Well-height information and the fact that there is a push to have Regional Water Supplies and no small water systems. Further discussion took place regarding Regional Water Connections and the potential for more equipment to register data, etc.

2. Propane Prices: Cheryl Mitchell reported the Precinct is paying residential prices for Propane. In the past the Precinct was given a discount. Commissioner Nathan Young will contact Eastern Propane to see if they are willing to give the Precinct a deal as they have done in the past.

#### **Long-term Projects:**

1. Commercial Street Right-of-Way: Tabled
2. Injection Pit Fix: Tabled
3. Well #4: Tabled
4. CCC: Tabled
5. 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 6:30 p.m. by Commissioner Nathan Young, Chair.***

**Next Meeting:**

The Next Regular Meeting Penacook/Boscawen Water Precinct, 9 Woodbury Lane, Boscawen, NH on January 14, 2026, at 5:30 p.m.

Minutes submitted by: Lauren Hargrave, Recording Clerk on January 4, 2026

Minutes approved by: \_\_\_\_\_/s/\_\_\_\_\_ on January 14, 2026

\_\_\_\_\_/s/\_\_\_\_\_ on January 14, 2026

\_\_\_\_\_/s/\_\_\_\_\_ on January 14, 2026