

## 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 February 11, 2026, 5:32 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 January 28, 2026. Seconded by Commissioner Frank Dineen. Passed Unanimously.***

***Commissioner Bill Murphy made a motion to approve the Sealed Nonpublic Meeting minutes of January 28, 2026. Seconded by Commissioner Frank Dineen. Passed Unanimously.***

### **New Business:**

1. LSL Loan \$\$ and Warrant Article: Commissioner Nathan Young reported he had a meeting with DES concerning the lead service line (LSL) loan and grants. With regards documentation and documents, it was noted that Underwood has an extension to their contract with the State. The Precinct is not required to utilize Underwood but it can update the LSL inventory sheet as well as any replacement plans. This service can be utilized for free, however, the Precinct has had issues with Underwood. If Underwood can work with the Precinct, it will reduce the amount of funds which come out of the grant which would be used for the inventory portion and that money can be used for another purpose. A discussion took place and it was noted by Commissioner Nathan Young that the inventory sheet which was difficult was produced by DES, not Underwood, and must be used. Commissioner Nathan Young also reported that in March there will be a Webinar on how to update that inventory sheet which may give the Commissioners an idea on the

feasibility of completing the inventory themselves or using Underwood. The lead service grant inventory should be written in someone's job description because it will be a factor for the 10 years or more. The grant money can be used for data entry however bylaws need to be adhered to and Commissioners are not able to do the data entry. The yearly letters will continue yearly with the same requirements until the unknown list no longer exists. Commissioner Bill Murphy noted that the addresses need updating as eighty-four were returned. He noted some are valid addresses but USPS marked them as not being a valid address. November 21, 2027, the Precinct must submit an updated list. Hopefully, it is a date which most of the potholing will be completed and documentation will be complete. If there are unknowns or if anything was found which have been placed on the listing the Precinct will need a replacement plan. Commissioner Nathan Young noted that the replacement template is exceptionally large. There is now an obligation to replace 10% a year with a 3-year average. The goal is to get as much, if not all, of the services identified by 2027. Commissioner Nathan Young noted that during the same time the lead ruling changes from staying under 15 parts per billion down to 10 parts per billion. It was also made clear that the potholing is to be done at the curb stop. They are saying on bronze line that chances are there is a lead gooseneck that came off the main is what was used. If a gooseneck is under 3 feet long it is not considered a service line it is just considered just a plain gooseneck. However, there is no requirement that the goosenecks be intentionally looked for, i.e., if you do not uncover it and/or do not see it then it is not required to be replaced. All potholing needs to be documented although there is no mandate on how it needs to be done. They do suggest having a whiteboard on the premises where someone is writing the material on both sides of the curb stop, the date, who was present for the work, and taking a photograph. You would have your photo files as proof and putting the information on an excel spreadsheet would be your documentation. A brief discussion took place regarding a potential system to use for documenting. Commissioner Nathan Young noted that during the meeting he questioned who had done the work, what the costs were, and how many were able to be completed. The answer was a large variance of \$500 to \$1500 hourly for a vac truck. Having a contract will enable the price to be cut. The general number of daily services being done were between 10 and 18 per day. A discussion took place utilizing fictitious figures to look more closely at what the requirements were going to cost the Precinct, which solidifies that going with a contract is the key. Commissioner Nathan Young further reported that there is SRF loan funding designated for this until it is gone and gave examples to the other Commissioners. It was further noted that there is a 66% forgiveness on the loan. A discussion took place regarding the number of lead piping and curb stops which may need to be replaced within a 5-year period. Commissioner Nathan Young noted that there are 5-, 10-, 15-, 20- and 30-year loans which can be applied for and the rate is 4.25% on the 20- or 30-year loans. He believes that you do not start paying back the loan until the work is completed, but there is only 1% interest in the construction fees. The loan is paid

once yearly. Potential figures for repairs were discussed and Commissioner Nathan Young believes the Precinct should ask for a \$1,000,000 out of the SRF fund and it would be a \$333,000 payback. Commissioner Nathan Young reported that Kim Kelliher is the SRF loan person, Heather Hennigann is documents, Richard Skarinka is the homeowner portion, and then Michelle Higman who will implement everything while utilizing the other people involved. Commissioner Nathan Young will reach out to Richard about the homeowner portion and will also speak with Kim regarding the 5-, 10-, and 15-year percentages. He will also try to produce some numbers for the PBWP next regular meeting. Also, for the loan the Precinct needs a Warrant Article. Therefore, a decision needs to be finalized before the PBWP annual meeting. He also noted that Kim Kelliher has a template Warrant Article for the SRF loan which the Precinct can utilize and he will request be sent to PBWP. A brief discussion took place regarding the PBWP annual meeting date and the projects which will be discussed during the meeting. A brief discussion also took place regarding the number of unknowns currently in the system.

2. Asset Management Grant Paperwork: Commissioner Nathan Young reported he received a call from Matt Darling at DES who reported that the PBWP paperwork has been misplaced. The paperwork was sent to the Attorney Generals (AG) office and it was signed, but neither DES nor the AG can find it. Matt also reported that all the paperwork needs to be redone and signatures are needed. The Precinct is still eligible for the grant. **Commissioner Frank Dineen made a motion to have Commissioner Bill Murphy sign the paperwork to release Commissioner Nathan Young to sign for the Asset Management Grant. Seconded by Commissioner Nathan Young. Passed Unanimously.** Commissioner Bill Murphy signed, dated, and Cheryl Mitchell notarized. It is due back by the 20<sup>th</sup>. Commissioner Nathan Young will deliver the paperwork by hand to Matt.
3. DRA: Commissioner Nathan Young reported currently there is no action to do regarding DRA until the annual meeting date is set.
4. Rural Development Loan/Excavation Cost: Commissioner Nathan Young reported he has not heard anything back, however, he did hear back from Underwood and the cost of the excavation is divided into 1/3rd. The Precinct would be paying 1/3rd as it is divided between storm water, sewage, and water.
5. Raymond Road Project: Commissioner Bill Murphy reported the brothers were planning a road right about the center of Raymond Road. There will be 6 to 8 houses being built on a cul-de-sac and originally the Fire Chief wanted a fire hydrant placed. The issue with having the fire hydrant is there would have to be a 6-inch main and the main will be so large for so few houses the water quality will be affected. A discussion took place with the Fire Chief and now it will be reduced to a 2-inch line and there will be no issue.

6. Well House Heater: Commissioner Bill Murphy reported Eastern was there yesterday and installed the motor for the blower, which was the last part needed, and it is running. Commissioner Nathan Young reported that the PBWP received a credit for the propane, was put into the group, and given a slightly better rate.
7. Ross Express: Commissioner Bill Muprhy reported that the Ross Express Maintenance building is almost completed so they needed a 2-inch meter. Commissioner Bill Murphy obtained the meter from Core and Main for them. He did note that Ross Express has not proceeded far on the large part of the project which will be coming up. A discussion took place regarding billing of the meter. Commissioner Bill Murphy will let Pennichuck know the cost and it should be included in the first bill.
8. Shutoffs: Commissioner Nathan Young reported there was some progress on the shutoffs. Sarah from Pennichuck responded last month and apologized regarding the lack of shutoff notices last year as they had a lap of training, which has since been resolved. Ryan Neville, the supervisor for the community water systems, which covers PBWP as well as the distribution treatment side, was carbon copies and she also spoke with him regarding a plan for the 2026 schedule. She also attached a schedule which includes dates for active shutoffs.
9. Corrosion Control Pit/Gen Battery 2/17: Commissioner Nathan Young reported he found the Corrosion Control tripped again and he put in a regular receptacle. The exemption in the code for having it in an unoccupied pit is no longer in place for the electrical code. The first suggestion was to place a GFCI braker which Commissioner Nathan Young is looking to see if there is one compatible with the panel. It will make replacing the pump in the future because rather than a plug-in pump there may be a hard wiring into a weathertight box with a GFCI breaker in the building. Commissioner Nathan Young will make sure it is all rectified before the mage meter is put into place. The battery on the generation in the corrosion building will be replaced on February 17<sup>th</sup> and Commissioner Bill Murphy will be available if needed.
10. Wright Pierce/ ArcGIS and AMP: Commissioner Nathan Young reported that Brenda Wentworth will attend a Precinct meeting to go through the Asset Management Plan (AMP) with the Commissioners to know what they will need to be focused on. Commissioner Nathan Young also reported that there are some maps which are especially useful in the AMP but are not in the ArcGIS. Therefore, Wright-Pierce will fix that issue and put the maps in the ArcGIS system.
11. Tablets, Maps, Blueprints, Updates: Commissioner Nathan Young reported the blueprints he uploaded were loading slowly. It explained that when they were scanned in it was done at a high resolution so they could be reprinted it needed but it was slowing the loading down. He has since lowered the resolution and it loads fast. The blueprints

are in a file folder and open in a web browser. Additionally, Commissioner Nathan Young uploaded the Asset Management Grant. He edited the PDF and made a separate PDF which contains only the useful maps from the Asset Management Grant. The different maps were shown and reviewed by the other Commissioners.

12. Budget: Cheryl Mitchell presented the Commissioners with the end of December, what was spent in January, and the balance sheet.
13. Leak Survey: Commissioner Nathan Young reported they reached out in general and he gave them the sign in information for ArcGIS which covers the Precinct maps. There is no date yet and does have Commissioner Bill Murphy as a contract. They would need the locations spray painted prior and are specifically looking for valves in the street.
14. Audit: Commissioner Nathan Young reported he signed the paperwork for the auditor.

#### **Other Business:**

1. 6 Forest Lane: Commissioner Bill Muprhy reported there was a leak on 6 Forest Lane which has been fixed. However, it was on the customer's side. The bill from Pennichuck will come to the Precinct. The curb stop was replaced at the same time so some of the billing is the Precinct and some is the customers. A discussion took place regarding where the main is located.
2. 4 Terrace: Commissioner Bill Murphy reported there is no update it is leaking just a little bit.
3. PBWP Attorney: Commissioner Nathan Young reported he has not heard back from Jeff Christensen regarding any of the topics/questions which were sent to him. He will wait another week and then contact him again.
4. Overwatch: Commissioner Nathan Young reported that Overwatch is the organization which has the State bid to help everyone with their cyber security. Part of cyber security is having a secure email and they will be able to help guide the Precinct through the process of obtaining a .nh.gov. Commissioner Nathan Young signed the initial contract with them and noted there was no cost to the PBWP. They will be able to give the Precinct a view of where cyber or physical security issues can be in your system. There is not an obligation to implement suggestions. There will be a kickoff meeting at some point where anyone who touches the water system will be brought in. It was noted that the Gmail address should not be released as fraudulent active can more easily take place. A brief discussion took place regarding emails.

**Long-term Projects:**

- 1. Large Ground Water Permit (LGWP) Well Height: Tabled
- 2. 4 Terrace Leak: Tabled
- 3. Disconnects: Tabled
- 4. CCC/Concord/Position: Tabled
- 5. Emergency Plan Update due March 31, 2026
- 6. Well #4: Tabled
- 7. Corrosion Building Generator: Tabled
- 8. Commercial Street Right-of-Way: Tabled
- 9. 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 Frank Dineen. Passed unanimously. The meeting was adjourned at 6:43 p.m. by Commissioner Nathan Young, Chair.***

**Next Meeting:**

The Next Regular Meeting Penacook/Boscawen Water Precinct, 9 Woodbury Lane, Boscawen, NH on February 27, 2026, at 5:30 p.m.

Minutes submitted by: Lauren Hargrave, Recording Clerk on February 13, 2026

Minutes approved by: \_\_\_\_\_ /s/ \_\_\_\_\_ on February 27, 2026  
\_\_\_\_\_ /s/ \_\_\_\_\_ on February 27, 2026  
\_\_\_\_\_ /s/ \_\_\_\_\_ on February 27, 2026