

Minutes of the Penacook/Boscawen Water Precinct

Location of Meeting: 9 Woodbury Lane
Boscawen, N.H. 03303

Present at Meeting: Bill Murphy, Commissioner
Frank Dineen, Commissioner
Ted Merrow, Commissioner
Lauren Hargrave, Clerk
Nathan Young, Water Advisor
Cheryl Mitchell, Administrative Consultant
Sean Skabo, Franklin Savings Bank

The regular meeting of the Penacook/Boscawen Water Precinct was called to order at 9 Woodbury Lane, Boscawen, N.H. of May 13, 2026, 5:30 p.m. by Commissioner Bill Murphy, Chair.

Financial Update:

Commissioners signed manifest and checks.

Approval of minutes from last meeting:

Commissioner Frank Dineen made a motion to approve the regular minutes of April 29, 2026. Seconded by Commissioner Ted Merrow. Passed Unanimously.

Commissioner Frank Dineen made a motion to approve the sealed minutes of April 29, 2026. Seconded by Commissioner Ted Merrow. Passed Unanimously.

New Business:

Sean Skabo/Construction Loan, Bank Signatures Update: Sean Skabo from Franklin Savings Bank appeared at the meeting to discuss the Construction Loan required for the Chandler Street Project. Sean Skabo needs to find out a few things and obtain some documents for the loan application to proceed. The entire project is 4-million-dollars with a contingency. Commissioner Bill Murphy reported the 4-million-dollar project includes a contingency. Nathan Young reported the project itself is believed to cost 3.6 million with the remainder being contingent. He will provide the actual numbers to Sean through email. Additionally, Nathan Yooung noted there are 2 options with the project. The first is that the initial project was for 11,000 linier feet and it was cut to 6,000 linier feet of piping for purposes of rate increases. The final loan through USDA allows the Precinct to take out less money or up to the 4 million can be spent by adding in some of the projects deleted linier feet. Sean Skabo also questioned which streets are included in the project. Commissioner Bill Murphy reported Lincoln, Park, Oak, Prospect and Johnson St. (full

length replacement), Chandler, and Sweatt St. (partial length replacement). Johnson may not be done as the pipe is new in 2005. Some is being connected to North Main Street, but North Main Street is not part of it. The original plan was to do North Main Street, but the expense was too much. No roads will be open except for the ones which are being opened by the Town for the sewage project. Commissioner Bill Murphy noted that Oak Street does not tie into Prospect at the top as they both stop. There will be a loop around done. Nathan Young also noted the Precinct will be looking at extending Johnson approximately 100 to 150 feet to tie into North Main. A discussion took place regarding different connections of various streets within the project. Sean Skabo questioned if any funds will be put in by the Precinct. Nathan Young reported that there is no requirement to put any money up front. USDA will allow financing of 100%. Originally the USDA looked at uncommitted money, but an explanation was given for what the money was being utilized for contingency on projects which are already in progress, capital improvement projects, etc. They do require the Precinct to have just over \$20,000 a year in a fund to cover short lived assets which they have deemed will come up during the loan. They want to see the \$20,000 broken down into its own line item in the budget. They do not need to hold the money and the \$20,000 can be utilized for short-live assets. Sean Skabo asked about the increase of 29.81% increase in rates which Nathan Young explained covers the 4-million-dollar loan and interest. The payment is \$224,350 yearly for 30-year term Interest Rate 3.75%. Commissioner Bill Murphy noted that hopefully there will be some savings on water loss with the project. A brief discussion took place regarding leak detection. Also, a discussion took place regarding the Sensus meters, EJ Prescott, and Core and Main. Nathan Young reported that the only other loan will be the State Revolving Fund, is doing specific funds for Lead Service Line, and it will be a line of credit, only paying back what you borrow, and there is a 66% forgiveness for every payment on the loan. All the work which the Revolving Fund Loan will cover is Federally mandated, so it must be done. All other loans have been paid off. Further discussion took place regarding the 1-million-dollar loan, and it was noted that it is funded by the State. A brief discussion took place regarding lead pipes. Sean Skabo then reported he needs a signed application and it should be done by the Chair. He also needs the 2025 audit which should be coming in soon to the PBWP office. Also, he will need the USDA commitment letter which Nathan Young will reach out tomorrow and ask where the letter is as it has not yet been received. Commissioner Bill Murphy noted unofficially the USDA has allocated the funds to the Precinct. Sean Skabo noted the letter will be the guarantee of payment for the contactor loan. He can start the underwriting for the loan now with the full printout of the P&L of 2025. Nathan Young reported that the USDA told the Precinct to do the construction loan as soon as possible as the wait after submittal, with a commitment letter from the bank to them will be over 30 days. Sean Skabo reported the turn around time for the construction loan should be about 2 weeks and a contingency can be done on the committal letter from the USDA. A brief discussion took place regarding a contractor between the Town

and Precinct project. Sean Skabo noted that the bank typically will want to do inspections and the loan will probably be in the high 4% interest rate. He reported the construction loan will be a line and the Precinct will only be paying interest on what is being spent at that time. You will not be paying interest on the full 4 million. The construction loan will be written for 2 years and USDA stated it should be completed in 3 years. A discussion took place regarding the bids for the project. Sean Skabo reported he will be putting in for 120 days to close which will bring the period to the end of September. Normally it is 90 days to close once there is approval.

Sean Skabo departed the meeting at 6:20 p.m.

Commissioner Bill Murphy made a motion to allow him to sign the application for the construction loan. Seconded by Commissioner Frank Dineen. Passed Unanimously.

1. USDA Loan Letter: Nathan Young will email the USDA and ask where the loan letter is.
2. System Owner: Nathan Young reported that Ted Merrow is listed as system owner for DES records purposes.
3. Water Advisor Permission: Nathan Young reported at the last meeting there was a failure to have a motion with general permission for what he would be eligible and not eligible to do. ***Commissioner Bill Murphy made a motion that Nathan Young, operating under his contract, can speak with and obligate the Precinct as necessary as the Water Advisor. Seconded by Commissioner Frank Dineen. Passed Unanimously.***
4. Overwatch Assessment Report Agreement Approval, Moving Forward with Water/Cyber Protection First Week in June: Nathan Young reported there is no signing, but a motion is needed along with an email from the Boscawen water email address to overwatch which states the Precinct accepts the assessment report and agrees to it. The Assessment Report is the pre-document the Precinct received from Overwatch for the .gov which stated what the Precinct should do as far as security levels in the email and how it should be set up with 2 factors, and the Precinct will go with the PBWP.nh.gov, etc. Commissioner Bill Murphy made a motion that the Overwatch Assessment Report be accepted as written. Seconded by Ted Merrow. Passed Unanimously. Nathan Young will email Overwatch and let them know the Precinct is good with the Overwatch Assessment Report. There are a water and cyber security which was put on hold and Overwatch would like to have an online meeting with the Precinct as well as Chuck from EII, the Precinct integrator, to do a preassessment meeting to see what the Precincts vulnerabilities are and are not. The meeting will be in the first week of June. Nathan Young will

Speak with Elizabeth of Overwatch and find out what the time and date of the meeting will be.

5. 14 Gage Street Disconnect for Demo: Commissioner Bill Murphy reported that 14 Gage Street was the residence which burned. Spears Brothers, at some point, is going to demolish the house and the foundation to just leave a vacant lot. The water line goes into and through the foundation. If Gelinas can dig up at the curb stop and get rid of the line from that point so there is no connection in case, they grab the line they will only be grabbing a short piece of pipe. Commissioner Bill Murphy will contact Gelinas to do the work.
6. ROW Under TOB Streets: Commissioner Bill Murphy questioned if the Precinct should have a document from the Town of Boscawen stating that the Precinct has a right-of-way under every street. Commissioner Bill Murphy will make sure to get the right-of-way with the Town.
7. Woodlands Commons Meter Research: Commissioner Bill Murphy reported it was done yesterday. The owners of the project are new and were questioning where meters were and what does each meter go to. Commissioner Bill Murphy, Pennichuck, and the owners went through it and there is a meter pit at the northerly end and there is a meter pit at the southerly end along with one in the middle. What goes to what was figured out and the owners are good with that as they know what meters serve what buildings.
8. Brush Clearing, Corrosion Bldg. Electrical Pits: Commissioner Bill Murphy reported in the field heading down towards the Wells there are 2 electric pits, and both have brush and accessing them would be difficult. Commissioner Frank Dineen and Commissioner Ted Merrow will take care of the brush. Commissioner Bill Murphy noted he has not walked down the access road where the electrical and water line goes. Commissioner Ted Merrow noted that Mathew's rents a brush hog on a skid steer. Somewhere around that access road may have an access hole also.
9. Jeff Review or Christopher Knight ROW: Nathan Young reported he emailed Jeff three days ago and called him this afternoon and he is busy. He will continue to try to contact him. As of today, nothing has been heard regarding Christopher Knight right-of-way.
10. Bulk Water Sales Request: Commissioner Bill Murphy reported a man on Corn Hill Road has something which he is looking to buy water most likely for pools. It has been done before, but the State is in the middle of a drought and having water purchase for pools does not seem feasible. Nathan Young also noted the Precinct does not have a good filling station. Previously a meter and backflow preventor was hooked up outside the Precinct, but it is susceptible to being turned on without

knowledge. Commissioner Ted Merrow agreed it is not good practice. The Commissioners agreed to not allow bulk water sales. Nathan Young will put a notice on the website which states water sales are being suspended due to current water restrictions. At the Annual meeting next year that fee can be removed.

11. Credit Card: Nathan Young reported he received good support on the credit card issue. The decision was made that Ted Merrow will have a card coming. He did not discontinue the current card due to the time when a new card comes. The other thing is leaving the current card active and having 2 separate cards or discontinuing the current one when the new one arrives. Either way as now it stands Nathan Young is still the administrator of the card because he cannot make an administrator without being an administrator. Therefore, Commissioner Ted Merrow is also an administrator. The Commissioners agreed to keep the 2 cards.
12. GIS Update, Emergency Plan Update: Nathan Young reported that when the Commissioners go into the GIS online he added in the Concord Cross Connect Valve and when you click on it it produces the actual location and what it is. He is now accustomed to saving changes and now adding notes is an ability. The Commissioners will have all notes added by Nathan Young.
13. Cross Connect Concord: Nathan Young reported the reason it is on along with the Emergency Plan which is on the tablets currently. The Emergency Plan at the end has the tie card from Concord showing the location as well as a map of the PBWP showing the location. Nathan Young also reported that when he called Marco Pillippon the superintendent a new person answered because Marco Pillippon is now the Deputy General Services Director and Jack Keene is now the Superintendent. Nathan Young emailed Marco Pillippon the document written up and did not hear anything so he called Jack Keene and he explained there was a new project to get a new project with Pembroke so he was confused as he thought Pembroke, Pennichuck, and Penacook was the same. Jack Keene asked to be brought up to speed. The Concord tie card was sent to PBWP by him. Also, Marco Pilippon has actually been in conversations with the Town Solicitors, etc. to get permission and is currently working on it. Marco Pilippon and Jack Keene are both on board and hopefully in the next couple of weeks there will be a signed agreement. Nathan Young also reported the Emergency Management needs to be signed. There are 2 things the State said were missing, which were information on available backup power and alternate water sources, which he has completed. Under system components a section was added describing what the Precinct has for generators, automatic transfer switches, gallons, and estimated run time for each of the units, along with what locations have UPS in order to keep on PLC's. (Programable Logic Controller) Nathan Young also reported that he plans to go to the outstations one at a time and change all the PLC's, which are three modes,

program, remote run, and run. Nathan Young also reported that the UPS in there had died so it was turned back on but her will check on it because it stated that the battery was completely dead. It may be time to start swapping them out again. On Amazon there is a company called CyberPower which was because UPS was so expensive. Also, the State said the Emergency Plan was missing was Cyber Security which they gave a link to an RSA which stated what they needed so it was copied and pasted and changed them into answers instead of questions. The one thing needed to be added into it is documentation procedures to be used to track Cyber instant responses which will be received by Primex as part of the .gov. The current Emergency Plan was signed.

14. Meeting Minutes Website 3/25/2026: Cheryl Mitchell reported CharmLab has not added the changes about Commissioner Bill Murphy being the new Chair and Commissioner Ted Merrow being the new Commissioner. The rules updating, Positions on the home page and contact page. The email Cheryl Mitchell sent to CharmLab on the 30th of April has been forwarded to Nathan Young with the list of things which need to be changed on the website along with adding 2 sets of minutes.
15. Tablets: Nathan Young reported everyone has tablets which will be great when the emails come in as all authentication applications can be put on the tablets. So, for position switch the tablet goes to a new person and the former employee no longer has access. It will also take away personal information usage. Nathan Young called Seth from Overwatch Foundation and received clarification on personal devices and what is considered a connection where your personal device could be taken underneath and investigation. Seth stated the tablets are a good way to insulate the Precinct, however, the Precinct is in good shape. Emailing is better than an USB as USB is a physical connection. Additionally, Microsoft server is cloud based and therefore accessing from your personal computer is okay and it is not actually on your computer. Emailing documents through the Microsoft server will insulate the home computer because the server scans documents as they are uploaded for viruses and malware. A brief discussion took place.
16. Wright Pierce Agreements: Nathan Young presented the Commissioners with the agreements for the Lead Service Line Grant work and the Strategic Planning Grant. It is for the conceptual design of filtration for the 2025 Strategic Planning Grant . The Lead Service Line Grant agreement was signed by the Commissioners. Nathan Young will email them to the Clerk for saving and printing. The Lead Service Line Inventory \$60,000 grant contract was also signed by the Commissioners.

17. Generator Grant, Document: Nathan Young reported the Generator Grant Document has been produced on formal letterhead from the Precinct stating that the Precinct currently has 1,244 connections and between 3,100 and 3,700 people served. Commissioner Bill Murphy signed the letter. This goes with round 1 of the request for information which Nathan Young went over with the Commissioners. The RFI needs to be sent to Homeland Security by the 27th so they can back to FEMA by June 1st. Further discussion took place regarding the requirements needed with the Commissioners.
18. Grant Disbursement \$15,222.68 (22nd): Nathan Young reported apparently because this is tied to SRF funding it will take longer to get disbursements as it takes about 30 days after the submittal from Matt Darling at DES. A discussion took place regarding the disbursement.
19. Backflow Report: Nathan Young reported he has not gotten to the Backflow Reports. He requested someone else look into the Backflow reports to see if there are any failures that have been rectified or not. Nathan Young will forward the list.

Other Business:

1. Test Drilling: Nathan Young reported Katyln Cox at Wright Pierce called and they are planning to start the test drilling for the target sites most likely next week. The contractor did get ahold of DigSafe who will come out and mark all the utilities in the ground so there are no self-inflicted errors when the drilling takes place. A brief discussion took place about test drilling in the field. Chad from Pennichuck is supposed to mark the entrance to point DigSafe in the right direction with flags being set out of every large square where the utilities fall in the middle of so DigSafe knows the area they need to do. A brief discussion took place regarding the water lines and the electrical lines. A discussion was held regarding the drilling locations.
2. Roundabout Irrigation: Commissioner Bill Murphy reported something froze in the Roundabout meter box so it needs fixing. Commissioner Frank Dineen will check into it.
3. DES Drilling Meeting: Nathan Young reported DES has digital copies of the files on the original test sites and results from test drilling at the Corrosion Building fields. A formal request will be done by Nathan Young to obtain the digitalized copies to upload onto the tablets.

Long-term Projects:

1. LGWP Well Height: Tabled
2. Disconnects: Tabled
3. Well #4: Tabled
4. Corrosion Building Generator: Tabled
5. Commercial Street Right of Way: Tabled
6. Leak Detection July 21st, 2026: Nathan Young reported Chad and Tori informed him that they are doing flushing so when they are flushing they are going to mark as many valves as they can.

Meeting Closed

Motion to Close the Meeting by Commissioner Frank Dineen. Seconded by Commissioner Ted Merrow. Passed unanimously. The meeting was adjourned at 7:24 p.m. by Commissioner Bill Murphy, Chair.

Next Meetings:

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

Minutes submitted by: Lauren Hargrave, Recording Clerk on May 2026

Minutes approved by: _____ /s/ _____ on May 27, 2026

_____ /s/ _____ on May 27, 2026

_____ /s/ _____ on May 27, 2026