

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, Consultant

The regular meeting of the Penacook/Boscawen Water Precinct was called to order at 9 Woodbury Lane, Boscawen, N.H. of February 12, 2025, at 5:23 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 29, 2025. Seconded by Commissioner Frank Dineen. Passed Unanimously.

New Business:

1. Warrant: Cheryl Mitchell reported she made the change on the Warrant to 5:30 p.m. Warrant Article #5 will be removed from the draft Warrant. Cheryl Mitchell will upload the final Warrant into the portal tomorrow.
2. Primex Report: Cheryl Mitchell reported she completed the payroll portion and submitted it. Commissioner Bill Murphy will complete the other half of the report and submit it.
3. Lead Service Line Water Tests: Commissioner Bill Murphy reported there currently is one to be sent to testing, but other than that it has slowed down. Commissioner Nathan Young will bring the current one to the testing facility. Commissioner Nathan Young directed the Commissioners to the email he received from DES regarding the Drinking Water Monitoring. Results were received and he questioned

if the results were also sent to the individuals. Commissioner Bill Murphy reported the results were only sent to the Precinct. Commissioner Nathan Young will take the results with him and notify the individuals via phone. He will also scan the results and email them to the individuals. It was noted there was only one, Welcome Avenue, which had a very tiny amount detected, and there is a second batch of results which have not been received yet.

4. Blow-Off Well #2: Commissioner Bill Murphy reported Tori and Brandon reported it is not open completely; it will just not shut off. Therefore, they are looking for guidance from the Precinct on what to do. The Commissioners agreed that the blowoff valve needs replacement and Commissioner Nathan Young will contact Tori and let her know to complete the repair.
5. Corrosion Building Heater: Commissioner Bill Murphy reported Eastern fixed the heater in the Corrosion Building. Commissioner Nathan Young noted he believed the heater in the Well house needed to be repaired, and that wherever the heat failed there was a temporary heater set up. Commissioner Bill Murphy noted the one in the Corrosion Building came back on by itself and was repaired. Commissioner Nathan Young will verify where the other heater location is, will email Commissioner Bill Murphy with the location, and will contact Eastern and schedule another appointment. A brief discussion took place regarding planning for the future. Commissioner Bill Murphy will visit the Well House tomorrow and look into the heater issue.
6. Boundary Move/Fees and Costs to Ross Express: Commissioner Nathan Young reported it is to Ross Expresses benefit and need and therefore they can pay for the mailing, the Precinct Attorney, and other things which are required to complete the project.
7. UNC Water Rate Survey: Commissioner Nathan Young reported the UNC Water Rate Survey requested the Precinct's current water rates and he updated the rates and emailed the results. He received a confirmation email from UNC. It was also noted that the Precinct falls in line with other comparable water systems.
8. Consumer Confidence Report: Commissioner Nathan Young will check with Pennichuck and see if they produce the report. It was noted that the June 2024 CCR report will be utilized for the Annual Meeting. Cheryl Mitchell will email the Audit which will be utilized for the Annual Meeting.
9. Generator: Commissioner Nathan Young reported he contacted them and had them go ahead and order the part for the generator.

10. Electrical Work: Commissioner Nathan Young reported he checked all of the electrical work. The work has been completed and is acceptable. When the bill from IO electrical arrives, it should be paid.
11. Large Ground Water Permit Conservation Plan \$6000 (Included in Proposal of Well #4 Work): Commissioner Nathan Young reported the additional requirements for the LGWP from DES is being worked on by Wright-Pierce and it will be worked in with the Strategic Planning Grant and Well #4 work to pay for it. The price to develop the conservation plan for the Large Ground Water Permit will cost approximately \$6,000. The cost will be taken out of the newly approved grant.
12. Route 3 and 4 Work Meeting Select Board 02/19/2025: Commissioner Nathan Young and Commissioner Bill Murphy will attend the Route 3/Route 4 Select Board meeting on February 19, 2025. A brief discussion took place regarding the water main location during the newly planned round-a-bout at Rt3/Rt4. The Commissioners will wait to see what the Select Boards plans are, how it will affect the Precinct, and what the Precinct options would be for rerouting and costs. A discussion took place regarding the round-a-bout and various Precinct options.
13. Elm Street Main Break: Commissioner Bill Murphy reported they found the break, wrapped it, and were able to do a small patch. It is completed and will need to be patched in the Spring.
14. Strategic Planning Grant: Commissioner Nathan Young reported on the status of the Strategic Planning Grant. It was noted no specific Warrant Article is not necessary but instead presented a template letter which can be utilized due to the Precinct making a cash match. Commissioner Nathan Young will work on the letter which needs to be signed by a commissioner other than Commissioner Nathan Young. The guidelines of the process were briefly discussed. Commissioner Bill **Murphy mad a motion to allow Commissioner Nathan Young to sign as the grantee on the Strategic Planning Grant Agreement. Seconded by Commissioner Frank Dineen. Passed Unanimously.** Commissioner Nathan Young will scan the Grant Agreement and complete the letter which he will have Commissioner Frank Dineen sign.
15. Electric Bills for Net Metering: Commission Nathan Young noted when the electric bills get back from the auditors he needs to send them in for the Net Metering Program. He will respond and let the Net Metering know he will send the bills in 2 weeks.
16. Rural Development Application Requirements: Commissioner Nathan Young reported to fulfill the Rural Development Application Requirements it is required that at least one public information hearing be held within 60 days of filing the

application. A notice for the meeting needs to be posted at least 10 days in advance which will be done in the Concord Monitor. It can be held at the March 12th regularly scheduled PBWP meeting.

17. Audit Report Questions from Tori: Commissioner Nathan Young questioned if Cheryl Mitchell sent Tori what she needed. Cheryl Mitchell reported they needed the chemical water treatment cost and two electric costs for the year, and she supplied them to Tori.

Other Business:

1. Core and Main: Commissioner Frank Dineen reported he checked today and there are 4 meters which are backordered, and the others were ordered by them last Thursday.
2. Bookkeeping Updates: Cheryl Mitchell reported she gave the Commissioners the reports for January and added on a percentage of the total budget which has been expended. Additionally, Cheryl Mitchell reported she is still waiting for the 2024 second payment from the State for the Filtration Grant.
3. iPads: Lauren Hargrave reported she searched all the previous yearly paid billing boxes for a receipt for the iPads and was unable to locate one. She did contact Lorrie Carey and received all the paperwork for the Strategic Planning Grant which was utilized to purchase the iPads. Commissioner Nathan Young will contact the State and see if he can obtain a copy of the receipt. He will also contact Apple and see if they will accept a copy of certified minutes which contain the grant information for the iPads. Commissioner Nathan Young noted that the State may have the receipts for the iPads from the Strategic Planning Grant. He will contact them to see, and if so ask for a copy.

Long-Term Projects:

1. Well #4: Tabled
2. GIS: Tabled
3. Corrosion Building Generator: Tabled
4. Backflow: Tabled

Public Budget Hearing:

The Public Hearing on the 2025 Budget of the Penacook/Boscawen Water Precinct was called to order at 9 Woodbury Lane, Boscawen, N.H. of February 12, 2025, at 6:00 p.m. by Commissioner Nathan Young, Chair.

There were no public members present. 2025 Budget is mimicking last year's budget and should work out well. Commissioner Bill Murphy reported that the water rates are going up by 3 percent generally. The rates also have some differences in the various connection fees and other fees. Commissioner Nathan Young noted that the rates and fees are increasing to keep the PBWP up to date so that going forward the PBWP will not need to do any large price jumps. Also, going forward with projects which need to be funded in the future the Precinct will stick with small raises on a yearly basis to let everyone be able to plan and adjust accordingly rather than having to hold back for a long period of time and having to make dramatic jumps. **Commissioner Nathan Young made a motion to approve the proposed 2025 budget. Seconded by Commissioner Bill Murphy. Passed Unanimously.**

Meeting Closed:

Motion to Close the Public Budget Hearing and the Regular Meeting by Commissioner Nathan Young. Seconded by Commissioner Bill Murphy. Passed Unanimously. The meeting was adjourned at 6:01 pm. by Commissioner Nathan Young, Chair.

Next Meeting:

The Next Regular Meeting Penacook/Boscawen Water Precinct, 9 Woodbury Lane, Boscawen, NH on February 26, 2025, at 5:30 p.m.

Minutes submitted by: Lauren Hargrave, Recording Clerk on February 14, 2025.

Minutes approved by: _____ /s/ _____ on February 26, 2025
_____ /s/ _____ on February 26, 2025
_____ /s/ _____ on February 26, 2025