HOOKSETT VILLAGE WATER PRECINCT
MINUTES OF APRIL 27, 2021

Present at the meeting were: Commissioners – Chairman Todd Smith, Michael Jache, Russell Pelletier, James O'Brien, Supt. Michael Heidorn, Treasurer Scott Ewing, Att. BJ Branch, Randy-DES, Jenna-Tata & Howard Absent: Office manager/Collector Nancy Philibotte

Meeting opened at 6:00 p.m.

Motion made by Michael Jache seconded by James O'Brien to accept minutes for February meeting.

Treasurer's Report:

Cleared balance as of March, 2021: $108,818.86
10 Uncleared transactions of $20,898.96 leaving a Register balance $87,919.90
NHPDIP balance: $344,070.49 int: 6.19

Report accepted as presented by Michael Jache seconded by Russell Pelletier

Collector's Report:
Month opened with $7,477.23 due,$-192.95 backdated items $0.00 quarterly billing, $ 107.85 final bills, $ 16,916.09 collections $2,107.74 misc. $0.00 refund, $119.60 return check $ -237.97 adjustments, $ penalties, leaving $7,534.59

Report accepted as presented by Michael Jache seconded by Russell Pelletier

Superintendent's Report:
1. Misc. admin
2. Bills/Financials
3. Water Quality
4. Water Use/diversion
5. Pike Quarry
6. Training
7 Planning &Construction
8. Mapping & GIS
9. Pump House/Scada Improvements
10. New Source
11.Cross-Connection Control
12. Misc. Field Projects
13. DES Sanitary Survey

Report accepted as presented by Michael Jache seconded by Russell Pelletier

APPROVED

Attorney Report:

Old Business:
Discussion regarding Thompson Corner Tank with Randy-DES on zoom and Jenna-Tata & Howard.

New Business:
Motion made by James O'Brien seconded by Russell Pelletier for Mike H to move forward with the State paperwork for Thompson Corner new tank and Vista Drive water main not to exceed $2.2M.

7:30-Motion made by Michael Jache seconded by James O'Brien to extend meeting 10

Motion for Housekeeping made by James O'Brien seconded by Russell Pelletier at All matters upon which a consensus was reached during tonight's meeting, but where there may not have been a separate and distinct motion, be formally approved by the Board via this motion. Voice vote taken. All approved.

Motion made by James O'Brien seconded by Russell Pelletier to Indemnify and defend All Commissioners and employees from financial exposure from any and all claims arising out of the performance of their duties.

Meeting adjourned at 7:35 Motion made by James O'Brien seconded by Russell Pelletier

Respectfully submitted by : Nancy Philibotte

APPROVED

HVWP SUPERINTENDENT'S REPORT
April 27, 2021

1. **Misc. Admin.** – Addressed miscellaneous customer service requests and processed payroll/bills/deposits. Began researching new website host. Interviewed on Apr. 2nd for website spotlight in GSRWA newsletter.

2. **Bills/Financials –** Apr. 26th P&L statement shows estimated 2021 operating revenues at $541K (or 40%) and expenses at $325K (or 30%) at 32% of the way through the CY21 budget. Balances as of Apr. 26th are TD account = $22K and PDIP account = $344K. May 1st billings were processed efficiently and went out the door on Apr. 22nd, giving customers over an extra week for payments.

3. **Water Quality** – Routine April testing completed; bacteria = absent and distribution = normal. The 2020 *Consumer Confidence Report* and required notification statement were submitted to NHDES. Copies of the CCR were posted in public locations and at residential complexes, and a CCR link was posted in the bills. Resumption of Pinnacle Pond Rec Use Policy development; research with NHDES and coordination with a local landowner with a detailed inquiry re: use of the pond for fishing vs. boating uses.

4. **Water Use/Diversion** – Water usage has begun its seasonal increase. The pond is full, and the diversion was used twice to top it off during the month. Well levels are in the normal range. A detailed summary of the Precinct's water use management, water conservation, asset management and energy efficiency activities was prepared and submitted to NHDES at their request following submittal of the *WCP Compliance Report*. Invited to speak at NHDES Source Protection Conf. on May 19th; began preparing presentation.

5. **Pike Quarry** –Atty. Branch has received an email from Pike's attorney indicating that Vibra-Tech responded to Pike last year re: our slope stability concerns but Pike did not share that information with us. Their attorney assures us, however, that "Pike is conducting its operations so that there will be no impact on the water tower" and has agreed to share that information now. Two blasts occurred in April (7th and 22nd). Mike signed the *Notice of Intent to Excavate* for the coming year and *Report of Excavated Material* for last year on Apr. 12th.

6. **Training** – Matt attended NEWWA's *Backflow Prevention Device Recertification Review* on Apr. 13th. Mike attended the GSNH Spring 2021 meeting on Apr. 15th.

7. **Planning & Construction** – Met with Lavalleys Farm on Mar. 30th re: plans for main extension and service to farm stand addition on RT3; a service agreement was signed on Apr. 7th and the new service was installed that day. A sprinkler system has been proposed for the DPW barn on West River Rd.; we provided guidance on Precinct requirements/fees, and in the course of doing so found and corrected a longstanding billing error, and also completed a fire flow test there on Apr. 15th. Began coordinating River Hill service abandonment (May 1st deadline). Provided follow-up review comments to PB re: proposed Dominos Pizza / retail shops at 1562 Hooksett Rd. Misc. coord. re: proposed residential development on Otterson lot. Finalized review of plans for the proposed additional Bluebird Storage facility on Bursar Drive. Ongoing assistance to Town re: review of Silver City Exit 11 proposed gravel pit project. Meetings re: Hip Peas project on West River Rd.; review of plans and coordination of connection fee discussions.

8. **Mapping & GIS** – Tata & Howard completed the *Asset Management Plan Update*, which outlines the results of our hydraulic modeling effort and clarifies the future water main improvement prioritization schedule.

9. **Pump House/SCADA** – East Station piping/flooring has been partially repainted. East Well successfully placed back online. Cleaned and recalibrated analyzers.

10. **New Sources** – N/A.

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11. **Cross-Connection Control** – Spring 2021 testing season is underway, including follow-up with known non-compliant residential irrigation systems and further attempts to identify non-protected systems.
12. **Misc. Field Projects** – Responded to various mark-out and customer requests. Continued to investigate anomalous meter/backflow situations and install new meters; 29 installed since Mar. and total so far = 828. Shutoffs, finals and bacteria samples completed as needed. Reseeded office yard and painted vent pipe out back for Sewer Dept. Began Spring 2021 hydrant flushing and flow testing.
13. **DES Sanitary Survey** – Tank evaluation report was initially reviewed with Tata & Howard on Mar. 30th. Further review with Board and NHDES is scheduled at our next meeting on Apr. 27th.

APPROVED