HOOKSETT VILLAGE WATER PRECINCT
MINUTES OF SEPTEMBER 28, 2021

Present at the meeting were: Commissioners – Chairman Todd Smith, Commissioners Michael Jache, James O'Brien, Russell Pelletier, Treasurer Scott Ewing, Office manager/Clerk Nancy Philibotte, Att. BJ Branch, Supt. Michael Heidorn, Michael St. Germain
Cliff Jones-Town councilor
David MaClean/ Geoinsight and Brian Nereson

Meeting opened at 6:00 p.m.

Discussion re: Pike Blasting- David and Brian relayed/explained information in their report. They will release the reports to Pike. HVWP is requesting data from Pike. Informed board that Thomas Instruments is out of business. Motion made by James O'Brien seconded by Russell Pelletier to purchase a new Seismograph, have it installed and get a minimum of 1 Year Warranty for no more than $10,000.00. Vote taken. All approved.

Motion made by Michael Jache seconded by Russell Pelletier to accept minutes for September 7th meeting.

Treasurer's Report:
Cleared balance as of August, 2021: $303126.98
Uncleared transactions of $132,240.04 leaving a Register balance $170,885.64
NHPDIP balance: $419,103.69 int: 7.48

Report accepted as presented by James O'Brien seconded by Michael Jache

Collector's Report:
Month opened with $78,085.00 due, $0.00 backdated items $0.00 quarterly billing, $ 579.80 final bills, $ 76,726.79 collections $8,179.57 misc. $93.90 refund, $0.00 return check $ -5,206.96 adjustments, $ 7,130.91 penalties, leaving $12,135.43

Report accepted as presented by Michael Jache seconded by James O'Brien

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

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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 James O'Brien

Attorney Report:
Discussion re: Pike

Old Business:

New Business:

Motion made by James O'Brien seconded by Michael Jache to allow BJ to execute a temporary easement with Cornerstone acting on behalf of Eversource which expires June 2022. Vote taken. All approved.

Discussion: Pine Street- Appraisal and purchase of land. Continue discussion at October meeting.

Motion made by Russell Pelletier seconded by Michael Jache to have Michael St. Germain fill the vacant Commissioners seat.

Motion made by Michael Jache seconded by Russell Pelletier since New Hampshire law requires yearly renewal of policies for those policies to be considered effective, that we renew and approve all policies currently in existence without amendment.
Voice vote taken. All Approved.

Motion for Housekeeping made by Michael Jache 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 Michael Jache 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. Voice vote taken. All Approved.

Meeting adjourned at 7:33 Motion made by James O'Brien seconded by Michael Jache

Respectfully submitted by : Nancy Philibotte

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HVWP SUPERINTENDENT'S REPORT
September 28, 2021

1. **Misc. Admin.** – Addressed miscellaneous customer service requests and processed payroll/bills/deposits. Ongoing coordination to facilitate large meter changeouts; Windsor Terrace (#2 large user) and Tri-Town (#4 large user) changed out in Sept. Continued to "clean up" old PDIP escrow accounts. Met with TD Bank Gov't. Acct. liaison on Sept. 9th to review fraud avoidance practices and escrow account investing. Finalized restoration of QuickBooks files (balanced to within $0.35). Began CY2022 budget prep.

2. **Bills/Financials –** Sept. 27th P&L statement shows estimated 2021 operating revenues at $1.047M (or 76%) and expenses at $806K (or 59%) at 74% of the way through the CY21 budget. Balances as of Sept. 27th are TD account = $168K and PDIP account = $499K. Approx. 160 late notices representing a total balance of $49K were sent out, resulting in 9 shutoff notifications totaling $11K. No shutoffs were required.

3. **Water Quality** – Routine Sept. testing completed; bacteria = absent and distribution = normal. Notified by Pennichuck of bacteria "hit" in residential area beyond southbound I93 rest area on Sept. 7th. As part of their NHDES-required follow-up sampling, we sampled raw water at all of our wells. All of the source water samples came back "clean" and it is our understanding that their bacteria issue was an isolated sampling error within their water system, downstream of and isolated from our system. Our routine sampling results and their repeat sampling results strongly support this conclusion.

4. **Water Use/Diversion** – Water usage remains seasonally high. Well and pond levels remain above normal thanks to summer rains and diversions from Brickyard Brook.

5. **Pike Quarry** – Since the writing of the last report, blasts occurred on Aug. 31st and Sept. 27th; both were below our current slope stability criterion aka peak particle acceleration trigger (0.09g) and the peak particle velocity trigger (0.9 in/sec) proposed by GeoInsight. Atty. Branch has been communicating with Pike re: payment of the second and third GeoInsight invoice reimbursement requests.

6. **Training** – Dennis and Gary attended GSRWA *Operator Field Day* on Sept. 14th.

7. **Planning & Construction** – Coordination on applications for water service for: (a) the extension up Hackett Hill Rd. to a new proposed warehouse at Granite Woods, (b) Mount St. Mary's connection to the high pressure zone – including meeting with board/management co. on Sept. 23rd, (c) conversion of daycare to apartments at 45 Mt. St. Mary's Way, (d) Bluebird Storage Phase 2 and (e) Domino's Pizza at 1562 Hooksett Road. Continued coordinating with Town, Underwood Engr., Tata & Howard, Sewer Dept. and developers re: infrastructure funding strategy. Attended Sept. 15th EDAC. and Sept. 22nd Town Utility Coordination meetings. Received clarification from Town Planner on site plan approval process and pre-construction conference scheduling notification relative to water and sewer applications.

8. **Mapping & GIS** – Pump station mapping + inventory w/Tata & Howard and GSRWA is ongoing. Continued updating curb valve field measurements and tie card drawings/files. Coordinated with Brown Engineering and Greenview Realty (owner) re: securing public utility easement for cross-country main between University Cir. and Post Rd. Discussed status of request to formalize ownership of Lot 07-05 (N Well entrance) with Town Administrator. Met with owner of 31 Pine St to discuss possible sale of rear of lot (well radius).

9. **Pump House/SCADA** – Continued coordinating TOD switchover troubleshooting for Booster Station.

10. **New Sources** – The draft Bow interconnection report was reviewed with the Board on Aug. 31st. At the Board's request, the Bow Town Planner was invited to our October meeting to discuss further.

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11. **Cross-Connection Control** – Fall 2021 testing is being scheduled.
12. **Misc. Field Projects** – Responded to various mark-out and customer requests. Continued to investigate anomalous meter/backflow situations and install new meters; 26 installed since August and total so far = 941 (manufacturer chip crisis has started to ease up). Shutoffs, finals and bacteria samples completed as needed. Ongoing mowing at all stations, tanks and office. Replaced hydrant at 15 Birch Hill and completed hydrant flow test at Bluebird Storage. Replaced 5 broken gate boxes; "began" gate valve maintenance program.
13. **DES Sanitary Survey** – A $2.18M NHDWG Trust Fund application was submitted on Sept. 9th for the Vista Drive-RT3A water main and Thompson Corner storage tank project.

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