# HOOKSETT VILLAGE WATER PRECINCT
# MINUTES OF JULY 26th 2022

Present at the meeting were: Commissioners Michael Jache, Michael St. Germain, Russell Pelletier, Office Manager/ Nancy Philibotte, Treasurer Scott Ewing, Supt. Michael Heidorn, Attorney BJ Branch Absent: Commissioner/Chairman Todd Smith, James O'Brien,

Meeting opened at 6:00 p.m.

Motion made by Russell Pelletier seconded by Michael St. Germain to accept minutes for June 28th, 2022 meeting.

**Treasurer's Report:**

Cleared balance as of June 30, 2022: $198,737.54
Uncleared transactions of $32,165.59 leaving a Register balance $166,571.95
NHPDIP balance: 505,081.49 int: 425.71

Report accepted as presented by Russell Pelletier seconded by Michael St. Germain

**Collector's Report**:

Month opened with $21,404.69 due, $0.00 backdated items $0.00 quarterly billing, $974.00 final bills, $-7,551.20 collections $6,115.81 misc. $0.00 refund, $ 0.00 return check $ -25.00 adjustments, $ 0.00 penalties, leaving $20,918.30.

Report accepted as presented by Russell Pelletier seconded by Michael St. Germain

**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
10. New Source
11.Cross-Connection Control
12. Misc. Field Projects
13. DES Sanitary Survey

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**Attorney Report**:

**Old Business:**
Michael Jache & Russell Pelletier are sub-committee for 1615 Hooksett Road

**New Business:**
Pike blasting- Agreed to BJ's letter

7:30-Russell Pelletier motion to extend meeting 15 minutes.

Motion made by Russell Pelletier seconded by Michael St. Germain 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 Russell Pelletier seconded by Michael St. Germain 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 Russell Pelletier seconded by Michael St. Germain 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 7:37 Motion made by Russell Pelletier seconded by Michael St. Germain

Respectfully submitted by : Nancy Philibotte

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# HVWP SUPERINTENDENT'S REPORT
# July 26, 2022

1. **Misc. Admin.** – Addressed miscellaneous customer service requests and processed payroll/bills/deposits. Additional meter changeout coordination ongoing. Updated *EyeOnWater* promotional/instructional materials and web site. Began Operator interview process. Began August billing procedures.

2. **Bills/Financials –** July 25th P&L statement shows estimated 2022 operating revenues at $746K (or 52%) and expenses at $632K (or 44%) at 56% of the way through the CY22 budget. Balances as of July 25th are TD account = $66K and PDIP account = $580K. $75K was transferred from TD to PDIP on June 30th.

3. **Water Quality** – Routine July testing completed; bacteria = absent and distribution = normal. Also tested for DBPs, VOCs, $NO_3/NO_2$ and asbestos; all results within standards except asbestos results = still pending. Q2 DBP report was submitted to NHDES.

4. **Water Use/Diversion** – Water usage continues on its seasonal rise (approximately 8% last week), and the pond and wells have begun their seasonal decline. National Weather Service data indicated that most of the state moved into Moderate Drought last week, but predicted that drought removal was likely by October. We have activated our drought monitoring program. Q2 Water Use report was submitted to NHDES.

5. **Pike Quarry** – Blasts occurred on June 30th and July 7th and 21st; the impacts of the first two were at or above our current slope stability criterion aka peak particle acceleration trigger (0.09g) while the last impact was below that trigger. All blast impacts were below the proposed peak particle velocity trigger (0.9 in/sec). Pike was re-notified about the exceedance(s) in letters from Backus, Meyer & Branch dated July 7th, 15th and 25th.

6. **Training** – Matt attended GSRWA's *How To Start & Fund an Asset Management Program* on July 19th.

7. **Planning & Construction** – Continued coordination with the Town, Underwood Engr., Tata & Howard, Sewer Dept. and developers re: infrastructure funding strategy and an extension near Hackett Hill Rd. to the proposed warehouse at Granite Woods, including a meeting with the Town/UE on July 6th to review the "90%" off-site water main plans. Coordination re: possible connection of Mount St. Mary's to high pressure zone and looping of water system, including pressure test of 10" service on July 6th and meeting with MSM board/engineer on July 26th. On-site meeting at 1821 Hooksett Rd. on June 30th re: planned mixed-use commercial-residential development; water main would be extended up RT3. Ongoing inspection and/or coordination re: various projects including Alumni Dr. (University Hgts. Ph. 2B), Dominos (1562 Hooksett Rd.), Manor Drive Tank cell tower, Black Diamond auto wash (1554 Hooksett Rd; plans approved), etc.

8. **Mapping & GIS** – Coordination of draft Asset Management Plan update including July 11th meeting with T&H; revision of final report outline and schedule; preparation of public outreach summary; and finalization of GSRWA tasks/writeup. Met w/GSRWA on July 12th to learn new ArcGIS modules.

9. **Pump House/SCADA** – Seasonal mildew removal from regularly wet piping underway. Lightning strike on July 25th damaged controls at East Station; EII working on repairs and improvements. Spare parts vulnerability identified and will be addressed as part of the remedy.

10. **New Sources** – Awaiting comments on draft interconnection agreement.

11. **Cross-Connection Control** – Backflow test kit #1 sent out for annual calibration.

12. **Misc. Field Projects** – Responded to various mark-out and customer requests. Continued to investigate anomalous meter/backflow situations and install new meters; 19 installed since

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June and total so far = 1135. Shutoffs, finals and bacteria samples completed as needed. Mowing and weed-whacking as needed. Continued CDMA meter endpoint replacement program; 101 installed since May and total so far = 173. Assisted Paul Young w/relocating curb valve; froze service on July 13th on University Cir. Main St. hydrant replacement coordination; rescheduled for August 3rd. Completed July meter readings/follow-ups.

13. **DES Sanitary Survey** – Ongoing coordination w/NHDES, T&H and owners of 1615, 1617 and 1621 Hooksett Rd. Meeting with T&H on July 11th to finalize draft plans, including a site walk-over at the old tank focused on access and drainage issues. The ARPA / Trust Fund grant and loan agreements were received from NHDES; they were signed, notarized and mailed back for State approval on July 8th.

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