HOOKSETT VILLAGE WATER PRECINCT
MINUTES OF JULY 25th 2023

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

Meeting opened at 6:03 p.m.

Motion made by James O'Brien seconded by Michael St. Germain to accept minutes for June 27th , 2023 meeting.

Treasurer's Report: No Report Given
Cleared balance as of June $
Uncleared transactions of $ leaving a Register balance
NHPDIP Investment balance: open $ deposit:$ 0.00 withdrawal:$0.00 Int: $ Close: $
NHPDIP System Dev balance: open: $ deposit: $0.00 withdrawal:$0.00 int: $ Close: $

Report accepted as presented by James O'Brien seconded by Russell Pelletier

Collector's Report:
Month opened with $27,336.72 due, $-294.00 backdated items $0.00 quarterly billing, $ 593.90 final bills, $-12,754.66 collections $14,218.40 misc. $0.00 refund, $0.00 return check $ -75.00 adjustments, $ 0.00 penalties, leaving $29,025.36
Report accepted as presented by Michael St Germain 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. Asset Mgmt./Mapping & GIS
9. Pump House/Scada
10.New Sources
11. Cross-Connection Control
12. Misc. Field Projects
13. DES Sanitary Survey
14. RT93 Diesel Spill

Report accepted as presented by Russell Pelletier seconded by James O'Brien

APPROVED

Attorney Report:
Continue discussion on Verizon Cell tower proposal update

Old Business:

New Business:
Discussion re: Kearsarge Solar

Motion made by Michael Jache seconded by James O'Brien 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 James O'Brien 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 O'Brien 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 6:30 Motion made by James O'Brien seconded by Michael St. Germain

Respectfully submitted by : Nancy Philibotte

APPROVED

HVWP SUPERINTENDENT'S REPORT
July 25, 2023

1. **Misc. Admin.** – Addressed miscellaneous customer service requests and processed payroll/bills/deposits. Updated web site. Read meters and prepared billing for August, including a new conservation bill stuffer. Initiated application process for Nancy to become a Notary Public.

2. **Bills/Financials –** July 24th P&L statement shows estimated 2023 operating revenues at $848K (or 55%) and expenses at $717K (or 46%) at 56% of the way through the CY23 budget. Account balances as of July 24th are TD = $129K and PDIP non-retainage = $424K. Submitted $59K Fire Dept. invoice and related info. Coordinated collection of $27K in system development fees for 1554 Hooksett Road.

3. **Water Quality** – Routine July testing completed; bacteria = absent and distribution = normal, including mandatory DBP tests and voluntary Mn results. Uranium, nitrate and VOC levels at East Station were in compliance. Kickoff meeting with NHDES re: Mn treatment feasibility study on 7/11.

4. **Water Use/Diversion** – Water usage was unseasonably low (about a third of the customers used significantly less water relative to last year) presumably due to the rainy weather. Well/pond levels remain above average due to the wet weather. The diversion to the Pond was activated briefly this month.

5. **Pike Quarry** – Two blasts occurred this past month on 6/30 and 7/10. The impacts of the blasts were at or below our current slope stability criterion aka peak particle acceleration trigger (0.09g) and proposed peak particle velocity trigger (0.9 in/sec), on both instruments. Another blast is scheduled for 7/25.

6. **Training** – Dennis attended NEWWA's *Backflow Prevention Device Tester Recertification Course* on 7/17.

7. **Planning & Construction** – Misc. "on-site"/"off-site" project planning/coordination re: Granite Woods (Exit 11 to TriTown) with the Town, Underwood Engr., Tata & Howard, Sewer Dept., contractors and developers, including shop drawing reviews; construction assistance; and facilitation of NHDOT permit(s). Plan review and drafting of tentative approval for proposed gas station at 1663 Hooksett Rd. Ongoing coordination of utility plan updates and construction at Hooksett Rd car wash. Reviewed latest correspondence re: Verizon upgrade at Manor Tank w/Atty. Branch.

8. **Asset Mgmt./Mapping & GIS** – Ongoing survey coordination for HVWP lands in South Station area. Continued preparation of lead service line inventory and resumed updating of service tie cards including curb valve location/verification in the field as needed. Coordinated with CHWP and NHPUC re: updates to water service area mapping for the town.

9. **Pump House/SCADA** – Investigated old (Galaxy meter) FCC frequency license renewal request.

10. **New Sources** – Continued research on new source areas, including the identification and acquisition of detailed surficial and bedrock geologic GIS layers, and attendance at the Continental site walkover on 7/19.

11. **Cross-Connection Control** – Summer testing, and failure repairs/replacements, ongoing.

12. **Misc. Field Projects** – Responded to various mark-out and customer requests. Continued to investigate anomalous meter/backflow situations, replace CDMA endpoints and install new meters; 6 installed since June and total so far = 1233. Shutoffs, finals, chemical deliveries and customer bacteria samples completed as needed. Mowing at stations/tanks. Completed exploratory dig at Highland/Dundee Sts. to develop action plan for proposed main connection.

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Responded to weekend service leak emergency on Knights Ave. (corroded service saddle). Tested over 240 removed meters; recycled old meters at scrap facility. Fixed erosion near truck fill hydrant and upgraded paved runoff area.

13. **DES Sanitary Survey** – Ongoing coordination w/NHDES, T&H and contractors (Park Const./Statewide) on water main and tank replacement projects. Storm damage off Vista Drive was repaired by Park. Held progress meetings on 7/11. Identified and reviewed funding opportunity with NHDES for complementary work. Reached out to Granite Heights representatives re: possible rear tank access. Coordinated with tank area property owner re: compensation and access concerns.
14. **RT93 Diesel Spill** – Additional sampling was completed at the formerly "dry" monitoring well on 7/5. Water levels were measured at all monitoring wells that day.

APPROVED