HOOKSETT VILLAGE WATER PRECINCT
MINUTES OF JUNE 27th 2023

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

Meeting opened at 6:02 p.m.

Motion made by Russell Pelletier seconded by Jim O'Brien to accept minutes for May 30^{5h} , 2023 meeting.

Treasurer's Report:

Cleared balance as of May 31st 2023: $60,063.31
Uncleared transactions of $20,143.50 leaving a Register balance $80,206.81
NHPDIP Investment balance: open $367,818.51 deposit:$ 0.00 withdrawal:$0.00 Int: $ 1,574.51 Close: $369,393.02
NHPDIP System Dev balance: open: $52,675.24 deposit: $0.00 withdrawal:$0.00 int: $225.49 Close$52,900.73

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

Collector's Report:

Month opened with $147,477.08 due, $1,155.60 backdated items $0.00 quarterly billing, $ 1,027.24 final bills, $139,374.15 collections $9,984.36 misc. $0.00 refund, $0.00 return check $ -175.00 adjustments, $ 9,552.79 penalties, leaving $27,336.72
Report accepted as presented by Michael St Germain 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. 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

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Attorney Report:
Continue discussion on Verizon Cell tower cell equipment being changed

Old Business:

New Business:
Discussion re : Solar-continue next meeting

Motion made by James O'Brien 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 James O'Brien seconded by Russell Pelletier. 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. Voice vote taken. All Approved.

Meeting adjourned at 6:36 Motion made by Russell Pelletier seconded by James O'Brien

Respectfully submitted by : Nancy Philibotte

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HVWP SUPERINTENDENT'S REPORT
June 27, 2023

1. **Misc. Admin.** – Addressed miscellaneous customer service requests and processed payroll/bills/deposits. Updated web site. Made arrangements for Dennis to return to work on light duty. Participated in Touch-A-Truck day at the Library on June 24th.
2. **Bills/Financials –** June 15th P&L statement shows estimated 2023 operating revenues at $710K (or 46%) and expenses at $604K (or 39%) at 46% of the way through the CY23 budget. Account balances as of June 15th are TD = $100K and PDIP non-retainage = $420K. Sent out late notices; 12 on shutoff list as of today.
3. **Water Quality** – Routine June testing completed; bacteria = absent and distribution = normal. Misc. coordination re: Mn treatment feasibility grant approval. Voluntary Mn testing results for June received; levels of 0.02-0.07 mg/l similar to previous tests and above SMCL at the North and East Wells.
4. **Water Use/Diversion** – Water usage continued its seasonal increase but well/pond levels remain above average. The diversion to the Pond was activated for three days this month.
5. **Pike Quarry** – Three blasts occurred this past month on May 30th, June 12th and June 21st. The impact of the blast on 6/12 was slightly above our current slope stability criterion aka peak particle acceleration trigger (0.09g) on one of the seismometers. All blasts were below the proposed peak particle velocity trigger (0.9 in/sec), on both instruments.
6. **Training** – Mike attended NHMA's *Financial Policies* webinar on June 5th. Mike/Matt attended NEWWA's *Pb Service Line Inventory* roundtable on June 22nd. Mike presented a talk on drought preparation at GSRWA's *Climate Change: Impact on Water Supply* workshop on June 13th.
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 detailed reviews of (a) the Trust Fund application for Meadowcrest Rd. water main and (b) the draft NHDOT Use & Occupancy permit for RT93 LAROW. Participated in TRC meetings and follow-up correspondence for proposed (a) gas station at 1663 Hooksett Rd; (b) townhouses on University Circle; and (c) multi-tenant commercial building on University Circle at RT3. Continued following up with MSM re: main project. Ongoing coordination of utility plan updates and construction at Hooksett Rd car wash. Offered and provided the Planning Board with a critical review of water resource sections of the Town's draft Master Plan update. Participated in Town's landfill solar array proposal review meeting on June 22nd.
8. **Asset Mgmt./Mapping & GIS** – Ongoing survey coordination for HVWP lands in South Station area. Resumed preparation of lead service line inventory.
9. **Pump House/SCADA** – Received new FCC frequency licensing info.
10. **New Sources** – Misc. coordination re: new source grant approval.
11. **Cross-Connection Control** – Summer testing ongoing. Abnormal increase in irrigation device failures observed; appears to mostly originate from incorrect summer installation or freeze damage.
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; 5 installed since May and total so far = 1227. Shutoffs, finals and customer bacteria samples completed as needed. Mowing at stations/tanks. Diagnosed, dug up and repaired service corp at 14 Ardon Drive on June 14th. Accepted chemical deliveries. Coordinated with DPW re: paving of Highland St. area. Met with Town re: concern about erosion near truck fill

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hydrant; developed action plan to address concern. Began development of distribution system maintenance SOP.

13. **DES Sanitary Survey** – Ongoing coordination w/NHDES, T&H and contractor (Park Const.) on Vista Drive water main construction and funding. Held progress meeting on 6/12; ARPA payment request #4 submitted. Held pre-con meeting with Statewide Aquastore on June 12th.
14. **RT93 Diesel Spill** – Assisted with survey coordination. Repeat sampling results from two of the monitoring wells showed ND for fuel compounds; the third well was "dry." Additional sampling to be completed.

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