HOOKSETT VILLAGE WATER PRECINCT
MINUTES OF FEBRUARY 27th 2024

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

Meeting opened at 6:18 p.m.

Motion made by Michael Jache seconded by James O'Brien to accept minutes for January 30th , 2024 meeting.

Treasurer's Report:

Cleared balance as of January 31, 2024: $ 124,754.74
Uncleared transactions of $27,515.72 leaving a Register balance $97,239.02
NHPDIP Investment balance: open $492,511.23 deposit:$ 0.00 withdrawal:$25,000.00 Int: $2,2227.01 Close: $ 469,738.24
NHPDIP System Dev balance: open: $81,587.21 deposit: $0.00 withdrawal:$0.00 int: $ 373.80 Close$ 81,961.01

Report accepted as presented by Russell Pelletier seconded by Michael Jache

Collector's Report:

Month opened with $3,501.12 due, $-1,488.30 backdated items $297,395.60 quarterly billing, $523.80 final bills, $-198,617.09 collections $425.00 misc. $0.00 refund, $0.00 return check $ -38.44 adjustments, $ 0.00 penalties, leaving $101,701.69
Report accepted as presented by James O'Brien 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

Draft minutes unreviewed by Precinct. These may contain inaccuracies and should not be relied upon as public record.

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

Attorney Report:
Bankruptcy notice for water hauler- BJ to complete form by March meeting

Old Business:
Motion made by Michael Jache seconded by James O'Brien to withdraw $170,000.00 from HVWP Water Main trust fund and to withdraw $55,000.00 from HVWP Repair and Replacement trust fund for the water main work in the Meadowcrest road area. Voice vote taken. All Approved.

New Business:
Motion made by Michael Jache seconded by James O'Brien to enter into a Drinking Water and Groundwater Trust Fund (DWGTF) grant agreement with the New Hampshire Department of Environmental Services to fund a Drinking Water improvement project. And to further authorize the Supt. Michael Heidorn and/or Asst. Supt. Matthew Norris to execute any documents which may be necessary to effectuate this grant agreement. This is in regards to the extension of the TIF Improvement project near Thompson Corner Tank. Voice vote taken. All Approved.

Motion made by Michael Jache seconded by James O'Brien to accept the Service Area Map and send the signed petition to the Town Council for approval. Voice vote taken. All Approved.

Motion made by Todd Smith seconded by James O'Brien to approve the Service Schedule and the Policy Manual. Voice vote taken. All Approved.

Motion made by James O'Brien seconded by Michael Jache 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 Michael Jache 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 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 7:01 Motion made by Russell Pelletier seconded by James O'Brien

Respectfully submitted by : Nancy Philibotte

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