HOOKSETT VILLAGE WATER PRECINCT
MINUTES OF JUNE 25 2024

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

Meeting opened at 6:00 p.m.

Motion made by James O'Brien seconded by Michael St. Germain to accept minutes for May 28, 2024 meeting.

Treasurer's Report:

Cleared balance as of May 31,2024: $ 92,342.87
Uncleared transactions of $12,517.60 leaving a Register balance $79,825.27
NHPDIP Investment balance: open $400,988.33 deposit:$ 0.00 withdrawal:$35,000.00 Int: $1,654.55 Close: $ 367,642.88
NHPDIP System Dev balance: open: $83,047.38 deposit: $0.00 withdrawal:$0.00 int: $ 375.44 Close$ 83,442.82

Report accepted as presented by James Obrien seconded by Michael St Germain

Collector's Report:

Month opened with $171,805.94 due, $289.49 backdated items $0.00 quarterly billing, $1,185.40 final bills, $-162,321.12 collections $3,633.48 misc. $397.40 refund, $0.00 return check $ -431.25 adjustments, $ 6,997.87 penalties, leaving $21,557.21
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

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

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Attorney Report:

Old Business:
Discussion-water haulers rate fee

New Business:

Motion made by James Obrien 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 6:17 Motion made by Michael St Germain seconded by James O'Brien

Respectfully submitted by : Nancy Philibotte

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HVWP SUPERINTENDENT'S REPORT
June 25, 2024

1. **Misc. Admin.** – Addressed miscellaneous customer service requests and processed payroll/bills/deposits and Positive Pay (suspected fraud) notifications. Finalized coordination of 2023 audit with Plodzik & Sanderson. Reviewed list of depreciated values for distribution assets with Tata & Howard and shared with auditors. Participated in GSRWA Scholarship Committee evaluation of scholarship candidates.

2. **Bills/Financials –** June 18th P&L statement shows estimated 2024 operating revenues at $789K (or 49%) and expenses at $825K (or 51%) at 46% of the way through the CY24 budget. Account balances as of June 18th are TD = $147K , PDIP investment = $366K and PDIP system development = $83K. Mailed 180 late notices totaling $37K in overdue charges and $7K in late fees.

3. **Water Quality** – Routine June testing scheduled. Coordinated final Mn treatment feasibility grant reimbursement. New tank water testing came back "clean" with good Cl residual.

4. **Water Use/Diversion** – Water usage is seasonally high (up ~32% since last week, ~611KG/day). Well/pond levels remain elevated. No diversions to the Pond occurred in June.

5. **Pike Quarry** – Five blasts occurred this past month on 5/30 (two), 6/5, 6/12 and 6/20. During three of the blasts, seismometer results were slightly higher than our current slope stability criterion aka peak particle acceleration trigger (0.09g). No blasts exceeded the proposed peak particle velocity trigger (0.9 in/sec).

6. **Training** – N/A.

7. **Planning & Construction** – Misc. TIF project planning/coordination with the Town, Underwood Engr., Tata & Howard, Sewer Dept., contractors and developers, including "off-site" Granite Woods project (Contracts 2 & 2A); Contracts #3/#4 plans; Tri-Town water service activation; and pay request review for the Meadowcrest area. Submitted NHDES SRF pre-application for southern river crossing site on May 31st. Ongoing coordination re: HVWP solar net metering agreement, proposed Verizon upgrade at Manor Tank, and proposed MSM looping project. Met with GC, attended May 29th pre-con meeting and approved updated utility plan for gas station at 1663 Hooksett Rd. Presented summary of relevant water infrastructure spending by HVWP and others at the June 3rd TIF Committee meeting. Paving of Riverside St by the Town is scheduled for week of June 24th; we marked out our assets and met with DPW/Pike. Assisted 14 Highland St. developer with utility digging coordination and Planning Board preparation.

8. **Asset Mgmt./Mapping & GIS** – Continued follow-up with adjacent utilities to confirm service areas. Final coordination with Town re: South Station property boundaries; also discussing related PSNH easement.

9. **Pump House/SCADA** – Daily pump house inspections completed, w/associated maintenance as needed. Iron fouling of South Back Up Well meter sensors was diagnosed and cleaned up internally. Routine generator maintenance inspections were completed on or about June 5th.

10. **New Sources** – Continued to pursue access to four most viable test well areas; met with Verdantas on May 30th to discuss challenges to test well access and location of target areas.

11. **Cross-Connection Control** – Summer device testing underway; the number of devices tested in-house has increased to take advantage of staff licensing and reduce costs.

12. **Misc. Field Projects** – Responded to various mark-out and customer requests. Continued to investigate anomalous meter/backflow situations and install new meters; 4 installed since May, total so far = 1381, Shutoffs, finals, chemical deliveries and customer bacteria samples completed as needed. Repaired new service at 18 Highland St. Repaired damaged hydrant on

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College Park Dr. and submitted claim to State Farm. Ongoing coordination of 498 West River Rd service work. Summary of Highland St. project completed.

13. **DES Sanitary Survey** – Ongoing coordination w/NHDES, T&H, landowners and Statewide on tank replacement including construction coordination/meetings; main replacement planning/bidding; and disbursement package preparation. Tank was filled and tested; partial connection to the system was initiated on June 14th. Substantial Completion was reached on June 19th. Several punch list items remain to be completed before project is done. Also waiting on Amerigas to fill propane tanks and on Eversource to connect power. Met with NHDOT re: paving dispute on May 28th; currently in a holding pattern. Bids for additional water main work are due June 27th and initial coordination with new landowner has begun.
14. **RT93 Diesel Spill** – Awaiting NHDES response to repurpose monitoring wells.

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