

HOOKSETT VILLAGE WATER PRECINCT
MINUTES OF April 23rd, 2018

Present at the meeting were: Commissioners – Chairman Todd Smith, Commissioners, Michael Jache, Anthony Amato, Russell Pelletier, James O'Brien Supt. Michael Heidorn, Treasurer Andrew Felch, Att. BJ Branch, Absent: Office manager/Clerk/Collector Nancy Philibotte

Meeting opened at 7:00 p.m.

Motion made by Tony Amato seconded by Jim O'Brien to accept minutes for the March 27th meeting.

Treasurer's Report:

Cleared balance as of March : \$158,551.65

Uncleared transactions of \$40,842.20 leaving a Register balance \$ 117,709.45

NHPDIP balance: \$18,327.81 Int: 22.57

Report accepted as presented by Mike Jache seconded by Jim O'Brien

Collector's Report:

Month opened with \$2,895.23 due previous; \$4,204.98 due current, 227.75 backdated items \$ 0.00 quarterly billing \$393.95, final bills \$ prev year collections \$4,608.90 current year collections \$1,070.00 misc. \$114.50 refund \$00.00, return check \$ 0.00 adjustments \$0.00penalties, leaving \$ 2,895.23- prev year, \$ 670.13–current yr. = \$3,565.36

Report accepted as presented by Mike Jache seconded by Jim O'Brien

Superintendent's Report:

1. Misc. admin
2. Bills/Financials
3. Water Quality
4. Water Use/diversion
5. New Tank
6. New Source/Interconnection(s)
7. Training
- 8 Planning &Construction
9. Pump House Improvements
10. Cross-Connection Program
11. Misc. Field Projects
12. Vehicles

Report accepted as presented by Mike Jache seconded by Jim O'Brien

Attorney Report:

Old Business:

New Business:

Motion for Housekeeping made by Michael Jache seconded by Tony Amato at 7:50
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 Jim O'Brien seconded by Tony Amato to Indemnify and defend All Commissioners and Employees from financial exposure from any and all claims arising out of the performance of their duties.

Meeting adjourned at 7:50 pm. Motion by Jim O'Brien seconded by Tony Amato

Respectfully submitted by: Nancy Philibotte

APPROVED

HVWP SUPERINTENDENT'S REPORT

April 24, 2018

1. **Misc. Admin. – Worked with ADT to resolve recurring office alarm issue. Addressed miscellaneous customer service requests. Selected and initiated web site replacement/upgrade. Started May billing.**
2. **Bills/Financials – April 23rd P&L statement shows estimated 2018 operating expenses at \$259K (or 24%) and revenues at \$246K (or 23%) at 31% of the way through the proposed CY18 budget. Our TD Bank account is sitting at \$101K and our PDIP account balance is currently \$18K.**
3. **Water Quality – April testing completed; results satisfactory. Customer complaint received re: pH in Scott Ave area; field investigation revealed slightly elevated pH in the 8.0 range, feed pumps then adjusted. The 2018 Q1 DBP report was submitted to NHDES. Triennial monitoring waiver mailings were completed to nearly 100 Hooksett and Bow homeowners in the SWPA, as well as Pike.**
4. **Water Use/Diversion – Water usage is normal for spring; pond remains close to full. Flow meter and transducers are ready to be re-installed. Notified that our contractor left job; search for replacement ongoing.**
5. **New Tank – Bid package finalized and approved by NHDES; RFP published on April 6th. Mandatory on-site pre-bid meeting scheduled for April 24th at 10AM. Ongoing coordination and meetings re: finalizing easements and approvals, including meetings with Pike, the FD and the Chandonnets. Chandonnet and Town easements were signed and recorded at the Registry. Met with contractor to discuss feasibility of saving old tank as a backup.**
6. **New Source / Interconnection(s) – Met with NHDES/GeoInsight re: Bow/MTBE fund concept.**
7. **Capital Improvement Program – NHDES asset management survey completed. Request to present HVWP overview to Town Council submitted to Council Chair.**
8. **Training – Staff attended NEWWA spring conference on April 4-5th; Mike attended April 12th Health Trust administration seminar and April 23rd management seminar with CHWP, as well as the Mar 28th NEWMOA CSM seminar, April 18th NHDES Trust Fund workshop and April 12th GSNH meeting.**
9. **Planning & Construction – Coordination continued re: Lilac Bridge; water main work on N end of bridge completed and S end pending; pole removal still pending. Continued review of Ritchie Bros. (aka Larrabee) Site Plan and Subdivision Plan, and water-related considerations for the Exit 10-11 RT3A corridor, with TFM.**
10. **Pump House Improvements – Parts have been ordered and/or received and the South station improvements have begun. Well cleaning and repair with Maher completed at the South station.**
11. **Cross-Connection Program – Spring testing is underway with DSG/Josh/Dennis. Met with irrigation co. re: bringing Riverhill Landing irrigation pits into compliance. Completed April 11th mailing re: non-permitted irrigation systems. Coordinated enforcement of backflow bylaw at 1556 Hooksett Road.**
12. **Misc. Field Projects – Responded to various mark-out and customer requests and continued to investigate anomalous meter/backflow situations. Shutoffs and finals completed as needed. Coordinated with Sprint and Verizon Wireless re: possible**

antennae modifications to Manor Dr Tank. Completed spring flushing. Investigated valving and service issues associated with Lilac Bridge; identified main gate that was closed. Completed generator repairs at East station with PowerUp.

13. Vehicles – Purchased van and working on getting labels/lights.

APPROVED