

HOOKSETT VILLAGE WATER PRECINCT

MINUTES OF May 29th, 2018

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

Meeting opened at 6:58 p.m.

Motion made by Jim O'Brien seconded by Tony Amato to accept minutes for the April 23rd 2018 meeting.

Treasurer's Report:

Cleared balance as of April: 96,893.46

21 Uncleared transactions of \$18,299.61 leaving a Register balance \$ 78,593.85

NHPDIP balance: \$18,352.90 Int: 25.09

Report accepted as presented by Tony Amato seconded by Jim O'Brien

Collector's Report:

Month opened with \$2,895.23 due previous; \$670.13 due current, \$ 0.00 backdated items

\$ 163,209.20 quarterly billing \$316.95, final bills \$0.00 prev year collections

\$109,115.55 current year collections \$9,675.00 misc. \$0.00 refund \$0.00, return check \$ -

187.35 adjustments \$0.00 penalties, leaving \$ 2,895.23- prev year, \$ 4,204.98-current yr.

= \$67,463.61

Report accepted as presented by Tony Amato 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 Tony Amato seconded by Jim O'Brien

Attorney Report:

Old Business:

Tank Discussion

New Business:

Motion made by Jim O'Brien seconded by Tony Amato to complete application for Grant for Tank and reallocate \$50,000.00 from Repair and Replacement Fund if needed.

Motion for Housekeeping made by Jim O'Brien seconded by Tony Amato at 8:28
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 8:28 pm. Motion by Jim O'Brien seconded by Tony Amato

Respectfully submitted by: Nancy Philibotte

APPROVED

HVWP SUPERINTENDENT'S REPORT

May 29, 2018

1. **Misc. Admin.** – Completed May billing and initiated backflow billing. Addressed miscellaneous customer service requests. Continued web site replacement/upgrade. Resolved Norton and Badger billing issues. Began first stage of Beacon customer portal implementation, including test run for one customer.
2. **Bills/Financials** – May 21st P&L statement shows estimated 2018 operating expenses at \$377K (or 35%) and revenues at \$476K (or 44.5%) at 39% of the way through the proposed CY18 budget. Our TD Bank account as of May 21st is sitting at \$88K and our PDIP account balance is currently \$18K.
3. **Water Quality** – May testing completed; results satisfactory. Annual Consumer Confidence Report was prepared, approved, copied and distributed to customers, Pennichuck and NHDES. Met with Hach to review DR900 problems and began test run of SL1000 borrowed from Hach. Recalibrated analyzer at East Well.
4. **Water Use/Diversion** – Water usage is normal; pond level has begun its seasonal drop. Level transducers have begun to be re-installed with updated conduit and hardware. During flow meter reinstallation prep, a problem with the cable was identified; troubleshooting ongoing. Geosight retained to replace Epping Well.
5. **New Tank** – Bids opened on May 23rd. Four bids were received, one for Contract #1 (tank site) and three for Contract #2 (transmission main). Review of the bid packages is underway. Low bids totaled more than the approved SRF loan amount; re-evaluation of funding path and negotiations with low bidders ongoing. Coordination meetings with Nobis, Lewis, Alden B., Pike, Eversource, etc. were completed as needed. Site plan approval coordination ongoing. Attended tank factory tour with CHWP. Initiated discussion and meetings with Town re: eroded gully at end of Vista Drive which could impact proposed main.
6. **New Source / Interconnection(s)** – Met with NHDES trust fund concept for new source.
7. **Training** –Mike attended May 17th NHDES Source Protection conference.
8. **Planning & Construction** – Coordination continued re: Lilac Bridge; water main work on both ends of bridge completed and pole removed. Pavement in front of office was resurfaced and expanded at our request to include all poor condition areas; ramp was removed and replaced with newly graded asphalt. Met with Sewer Dept. re: proposed pump station replacement behind office and river crossing/river test borings. Received plans for continuation of Univ. Hgts. home construction and met with UH engineer.
9. **Pump House Improvements** – South station improvements are underway; nearing completion of hydraulic and meter components installation, next steps include electrical, VFD and chem feed component installation. Received FCC approval of our new radio communication license, which is part of our SCADA efforts. Received Maher redevelopment report; wells at South now put out 60-70 GPM more each.
10. **Cross-Connection Program** – Spring testing continues with DSG/Josh/Dennis. Most of the regular tests have been completed, several dozen “new” non-compliant irrigation systems were contacted and are being incorporated into the permitting/testing system. Six failed tests so far. Continued coordination re: bringing Riverhill Landing irrigation pits into compliance.

- 11. 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. Continued coordination with Sprint and Verizon Wireless re: possible antennae modifications to Manor Dr Tank. Assisted Lilac Bridge contractors with water main startup and testing. Investigated FD complaint re: gravel from hydrant near library; looks to be an anomaly and will continue to monitor. Manor Drive water tank was cleaned and inspected on May 1st; while it passed inspection, the interior/exterior coatings and metal components were found to be deteriorated. Repair and recoating can only occur when tank is dewatered.**
- 12. Vehicles – Labels and most of the lights installed on new van. Met with CHWP re: utility truck transfer.**

APPROVED