

**HOOKSETT VILLAGE WATER PRECINCT
MINUTES OF MAY 25, 2021**

Present at the meeting were: Commissioners – Michael Jache, Russell Pelletier, James O’Brien, Supt. Michael Heidorn, Treasurer Scott Ewing, Att. BJ Branch, Office manager/Collector Nancy Philibotte Absent: Chairman Todd Smith

Meeting opened at 6:00 p.m.

Motion made by Russell Pelletier seconded by James O’Brien to accept minutes for April meeting.

Treasurer’s Report:

Cleared balance as of April, 2021: \$40,112.64
11 Uncleared transactions of \$9,162.39 leaving a Register balance \$30,950.25
NHPDIP balance: \$344,076.15 int: 5.66

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

Collector’s Report:

Month opened with \$7,534.59 due,\$433.05 backdated items \$238,770.47 quarterly billing, \$ final bills, \$ 143,970.68 collections \$19,125.96 misc. \$0.00 refund, \$ return check \$ - 149.30 adjustments, \$ penalties, leaving \$105,808.81

Report accepted as presented by Russell Pelletier seconded by James

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. Mapping & GIS
9. Pump House/Scada Improvements
10. New Source
- 11.Cross-Connection Control
12. Misc. Field Projects
13. DES Sanitary Survey

Report accepted as presented by Michael Jache seconded by Russell Pelletier

Attorney Report:

Old Business:

New Business:

Motion made by James O'Brien seconded by Russell Pelletier to accept the Policy Manual as presented.

Motion for Housekeeping made by James O'Brien seconded by Russell Pelletier at 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.

Meeting adjourned at 6:35 Motion made by James O'Brien seconded by Russell Pelletier

Respectfully submitted by : Nancy Philibotte

HVWP SUPERINTENDENT'S REPORT

May 25, 2021

1. **Misc. Admin.** – Addressed miscellaneous customer service requests and processed payroll/bills/deposits. Completing spring backflow billing. Ongoing coordination to facilitate large meter changeouts.
2. **Bills/Financials** – May 24th P&L statement shows estimated 2021 operating revenues at \$557K (or 41%) and expenses at \$470K (or 34%) at 39% of the way through the CY21 budget. Balances as of May 24th are TD account = \$108K and PDIP account = \$344K.
3. **Water Quality** – Routine May testing completed; bacteria = absent and distribution = normal. The 2020-21 *Chemical Monitoring Waiver, Source Protection Educational Mailing* and required notification statement were completed and submitted as required. Prior to submittal, the mailing list was updated by cross-referencing the assessor's databases for the Towns of Bow and Hooksett with the Source Protection Area. Continuation of Pinnacle Pond Rec Use Policy development; submitted request to Town for assistance.
4. **Water Use/Diversion** – Water usage continues its seasonal increase. Well levels are in the Normal range although the region is considered in Abnormally Dry conditions. The Precinct's approaches to managing well, pond and stream use in preparation for droughts, in conjunction with its asset management and CIP programs, were the topic of a presentation the Precinct was asked to give at NHDES' *Source Protection Conference* on May 19th. The Precinct also received the 2021 NH Source Water Sustainability Award at that conference in recognition of its work to preserve the sustainability of NH's drinking water resources.
5. **Pike Quarry** – GeoInsight received a request from Pike to meet this week about the slope stability criterion; GeoInsight responded that they hadn't yet received the information they requested last year from VibraTech. Mike asked Pike to share that info if they hadn't yet and today they did. The meeting is now proposed to be held sometime after June 7th. Three blasts occurred so far in May (3rd, 6th and 21st); the first two met our slope stability criterion, we are waiting on the latter results. The first GeoInsight invoice reimbursement request needs to be processed.
6. **Training** – Staff attended NHDES' *Source Protection Conference* on May 19-20th and Health Trust's *Men's & Women's Health* lunch webinar on May 5th. Mike attended the NHDES Spring 2021 meeting on Apr. 28th, the EPOC *Using Simplicity to Address Contaminant Problems Under Conditions of Uncertainty* on May 10th and Midwest Geo's *Pumping Tests for Aquifer Evaluation* on May 11th and 12th.
7. **Planning & Construction** – River Hill service abandonment completed. Ongoing assistance to Town re: review of Silver City Exit 11 proposed gravel pit project. Ongoing coordination re: Hip Peas project on West River Rd. Attended NHDOT meeting on May 7th re: local resurfacing projects.
8. **Mapping & GIS** – The 2021 AM grant proposal was approved by the Governor and Executive Council.
9. **Pump House/SCADA** – N/A.
10. **New Sources** – N/A.
11. **Cross-Connection Control** – Spring 2021 testing is ongoing. Completed backflow survey update at Cigna.
12. **Misc. Field Projects** – Responded to various mark-out and customer requests. Continued to investigate anomalous meter/backflow situations and install new meters; 19 installed since Apr. and total so far = 847. Shutoffs, finals and bacteria samples completed as needed. Prepped pad/conduit for new office generator and finished painting bollard/vent pipe out back

for Sewer Dept. Finished Spring 2021 hydrant flushing and flow testing; began misc. follow-up maintenance tasks. Ongoing mowing at all stations, tanks and office. Mower repairs. Lettered 2020 Silverado. Installing seasonal meters at recreational fields.

13. **DES Sanitary Survey** – Tank evaluation report was reviewed with Tata & Howard and NHDES at our Apr. 27th meeting. Based on that review, an SRF pre-application for related tank/main work is being prepared. Staff and T&H attended NHDES SRF funding workshops on May 4th and 6th.

APPROVED