

HOOKSETT VILLAGE WATER PRECINCT
MINUTES OF April 26, 2022

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

Meeting opened at 6:00 p.m.

Motion made by James O'Brien seconded by Michael Jache to accept minutes for March 29, 2022 meeting.

Treasurer's Report:

Cleared balance as of March 31, 2022: \$127,472.45

4 Uncleared transactions of \$465.81 leaving a Register balance \$127,938.26

NHPDIP balance: 504,216.73 int: 60.03

Report accepted as presented by James O'Brien seconded by Michael Jache

Collector's Report:

Month opened with \$12,501.82 due, \$-142.65 backdated items \$0.00 quarterly billing, \$671.85 final bills, \$-3,822.80 collections \$9,315.00 misc. \$0.00 refund, \$ 0.00 return check \$ -9.70 adjustments, \$ 0.00 penalties, leaving \$18,513.52

Report accepted as presented by James O'Brien seconded by Michael Jache

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
10. New Source
- 11.Cross-Connection Control
12. Misc. Field Projects
13. DES Sanitary Survey

Attorney Report:

Discussion re: Cell tower on Manor Drive
BJ to update at next meeting.

Old Business:

New Business:

Discussion : Open House

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 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 Michael Jache 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 6:46 Motion made by Michael St. Germain seconded by Michael Jache

Respectfully submitted by : Nancy Philibotte

HVWP SUPERINTENDENT'S REPORT

April 26, 2022

1. **Misc. Admin.** – Addressed miscellaneous customer service requests and processed payroll/bills/deposits. Additional meter changeout coordination ongoing. Updated web site to include Open House announcement, updated tank/TIF project info, and spring flushing notice. Retirement planning coordination. Completion of billing software update and coordination with printer to update bill format for improved customer service.
2. **Bills/Financials** – Apr. 18th P&L statement shows estimated 2022 operating revenues at \$355K (or 25%) and expenses at \$358K (or 25%) at 30% of the way through the CY22 budget. Balances as of Apr. 18th are TD account = \$82K and PDIP account = \$504K. May 1st bills went out the door on Apr. 22nd, providing customers with over an extra week (“grace period”) for payments.
3. **Water Quality** – Routine Apr. testing completed; bacteria = absent and distribution = normal. Annual water quality compliance report (“CCR”) submitted to all remaining customers as required, and CCR certification submitted to NHDES. Completed tentative Mn trend evaluation @ sources; naturally-occurring at all wells at levels exceeding or occasionally exceeding the NH SMCL. Results for the North Well have historically hovered near the new notification level (0.1 ppm) scheduled to go into effect this summer.
4. **Water Use/Diversion** – Water usage is on its seasonal rise (approximately 4% last week), and the pond and wells remain reasonably “full.” The brook diversion has not been opened up during April to date.
5. **Pike Quarry** – A blast occurred on Apr. 7th; its impact was below our current slope stability criterion aka peak particle acceleration trigger (0.09g) and the proposed peak particle velocity trigger (0.9 in/sec). The new seismograph was not fully set up prior to the blast but event data was provided by Pike’s blaster.
6. **Training** – Staff attended the 4/6-7 NEWWA *Spring Joint Regional Conference*. Mike attended the 4/11-13 NHDES *Water Infrastructure Funding Workshop*, the 4/20 NHWWA *Leadership Roundtable - Workforce Challenges and Solutions* and the 4/21 NHGS *Spring Meeting – Deglaciation of New England*.
7. **Planning & Construction** – Continued coordination with the Town, Underwood Engr., Tata & Howard, Sewer Dept. and developers re: infrastructure funding strategy and an extension near Hackett Hill Rd. to the proposed warehouse at Granite Woods, including: The submittal of detailed comments on Underwood’s “60%” design plans; a meeting between the Town and HVWP on Apr. 13th about the Town’s relationship to HVWP on the project and the Town’s pending agreement with the Developer; and a Town-sponsored meeting with the Paquette family re: a possible easement and/or purchase for water main off of Meadowcrest. Coordination for and attendance at Apr. 18th PB meeting re: water/sewer prioritization in PB review process. Further review/consideration of Bow water system operations RFP. Attended Dominos (1562 Hooksett Rd) pre-construction meeting on Apr. 14th and managed surge of post-meeting correspondence. Ongoing coordination on cell tower leases and lease fees in association with Manor Drive Tank site project.
8. **Mapping & GIS** – Met w/T&H on Mar. 12th and 21st to (a) plan upcoming Open House now scheduled at the South Station for May 4th (rain date May 5th) and (b) continue coordination of GIS project. Purchase of rear of 31 Pine St was completed; it does not appear to have been recorded at the county registry as of yet however.
9. **Pump House/SCADA** – Cleaned up South Station and graded entrance for Open House.
10. **New Sources** – Ongoing coordination (a) with a local developer and others re: a possible well site west of river and (b) with the Town of Bow and NHDES re: the proposed interconnection.

Received comprehensive request for related info from NHDES due May 6th; requested extension.

11. **Cross-Connection Control** – Spring 2022 backflow testing nearing completion.
12. **Misc. Field Projects** – Responded to various mark-out and customer requests. Continued to investigate anomalous meter/backflow situations and install new meters; 33 installed since March and total so far = 1099. Shutoffs, finals and bacteria samples completed as needed. CHWP interconnection coordination with FD and T&H; researching potential valve shutdown; note that MWW chlorine “burn” is now over. Coordination for upcoming insertion valve dig at 1604 Hooksett Rd.
13. **DES Sanitary Survey** – Ongoing coordination w/NHDES, T&H and owner of 1621 Hooksett Rd. Met w/ T&H on Apr. 12th and 21st. Final funding application ready for submittal. Environmental review co-application to follow soon thereafter, with anticipated State approval in June. Marked out and prepared for upcoming test pits and borings scheduled for completion Apr. 27-29th.

APPROVED