



Minutes of the April 19, 2022 monthly meeting of the commissioners of the CHWP.

**Present:** Kelly Alois, William Alois, Richard Bairam, Ray Bonney, Joan McDonald, Attorney BJ Branch  
Chris Culberson – Superintendent, Brett Rowley, Carol Hardy - Clerk

**Not Present**

Betty St Germain – Bookkeeper

Meeting was called to order at 6:30 by chair Bill Alois

BJ Branch swore in Carol Hardy as Clerk since she was not present at the previous meeting to be sworn in.

Motion made by Richard Bairam and seconded by Ray Bonney to approve the minutes of the March 15, 2022 Meeting. All in favor. Brett recused himself from the approval of the minutes from the March meeting since he was not a commissioner as of that time.

Treasurer Reports presented to the board by Chris Culberson

Business checking account	\$376,134.10
Money Market account	\$138,471.05
Escrow account	\$30,102.74
Late Accounts	\$28,203.04

AP Manifest were presented to the board for signatures with the amount of \$34,555.71 dated April 5<sup>th</sup> and a manifest for the amount of \$2,117.21 dated April 19<sup>th</sup>.

In the absence of Betty for the meeting Chris Culberson reported that Betty was working on and having difficulty on the reconciliation of the Web Payments for 2021 and is confident she can reconcile with extra work to have them ready for the 2021 audit.

Brett did ask what we currently saw as disconnect amounts and Chris explained that disconnects really have not been consistent to this time. Chris explained that disconnects will be happening on a regular basis moving forward and occur on the third Wednesday of every month starting the month of April thru November.

Legal – Nothing to report at this time.

No Correspondence – Thank you letter from Stratham Animal for the donation in behalf of the passing of Ann Robinson and Chris Culberson thank the board for the generous donation on behalf of his mother-in-law.

Chris Culberson provided the required annual posting of the annual meeting for the commissioners' signatures which was signed at the meeting.

### **Old Business:**

- ARPA Funds Town of Hooksett – Andre Garon wants to still keep the thought open with any funds that could arise.
- Asset Management – Phase 2 – Completed and finishing up documentations
- Manchester Water Works – Conversion is completed back to Chloramines
- 2022 Audit this is scheduled for June 9<sup>th</sup> and 10<sup>th</sup>.
- Chris Culberson has passed his cross-connection testing certification and has his license.
- Deduct letters have been sent out to all customers with good communications back to our customers.
- Strickland Brothers – 5 White Hall Road – Chris Culberson provided review letters in regards to proposed connections with no concerns.
- Marmon Aerospace – 18 Legends Drive - Chris Culberson provided review letters in regards to proposed connections with no concerns.
- 2022 Spring Flushing – Chris Culberson has moved the dates in order to incorporate uni-directional flushing and turning over water for MWW conversion back to chloramines. Clerk Carol Hardy will put a notice in the paper for flushing till May 13<sup>th</sup> for system wide flushing and is also posted on the precincts web site.

### **New Business:**

- Chair Bill Alois brought up to the board the idea of Hooksett Village Water Precinct's annual open house for education and wanted to get everyone's thought if Central should do something similar. Chris Culberson to reach out to Mike and discuss further. The idea of an annual open is something to consider for the future.
- Chris Culberson showed the plaques purchased to recognize Everett Hardy's 46 years of service to the Central Hooksett Water Precinct as a commissioner. Joan mentioned that there was a typo on the plaque for the office and Chris will get it corrected. The board would like to present the plaque to Everett in person and decided to have the May meeting at 5:00 so that Everett could be present and we will provide chicken fingers, mashed potatoes and salad from Puritan Backroom.

Superintendents Report – attached - Motion by Richard Bairam to accept the superintendents report as is and seconded by Ray Bonney. All in favor.

Housekeeping Rule, Indemnity Rule and Policy Approval – Motion made by Ray Bonney and seconded by Richard Bairam, all in favor

With no other business present a motion was made by Richard Bairam and seconded by Ray Bonney to adjourn at 7:21 pm. All in favor.

Respectfully Submitted

  
Christopher Culberson - Superintendent

10 Water Works Drive • PO Box 16322 • Hooksett, NH 03106 • Phone: 603-624-0608 • Fax: 603-624-0814  
Email: [centralhooksetwater@comcast.net](mailto:centralhooksetwater@comcast.net)