



Minutes of the January 17, 2024 monthly meeting of the commissioners of the CHWP.

Present: Richard Bairam, Ray Bonney, Joan McDonald, Mark Bourque, Linda Bonney-Treasurer, Chris Culberson – Superintendent, Denise Cumings - Compliance/Bookkeeper, Karen Nadeau – precinct customer,

Roll Call conducted by Chair Richard “Turk” Bairam

Not Present

Carol Hardy – Clerk
Attorney BJ Branch

Meeting was called to order at 6:30 by chair Richard Bairam and roll call completed.

Motion by Mark Bourque and seconded by Ray Bonney to approve the meeting minutes of December 19th, 2023 meeting, all in favor, motion passed.

Treasurer Reports:

Business checking account	\$564,773.27
Business Debit Card account	\$593.22
Past Due Accounts	\$17,641.36
Open Balance Report	\$239,494.06

A/P manifests were reviewed and approved by the commissioners for the amount of \$33,040.45 dated 1/2/2024 and A/P Manifest for \$6,380.68 dated 1/16/2024.

Motion by Ray Bonney and seconded by Joan McDonald to accept the treasurers report as presented, all in favor.

At the request of the Board of Commissioners Chris Culberson verified with Christine Tewksbury with the Town of Hooksett that the Trustees of the Trust only administer the 5 defined trust CHWP Trust Funds. Should CHWP decide to invest money elsewhere there is no issue as long as it is allowed within the current Investment Policy of CHWP. A copy of the Investment Policy was distributed to the members to review.

Correspondence

None

Legal Correspondence:

The commissioners signed the Second Amendment to Central Hooksett Water Precinct Wholesale Water Contract which was approved during December's meeting.

Old Business:

- Lead and Copper Grant – This project on ongoing and we are currently at about 85% complete.
- Campbell Hill Pump Station – 14 Lindsay Road – nothing new to report at this time.
- O Thames Road – Nothing new to report
- 270 Londonderry Turnpike – Nothing new to report
- System mapping of the franchise area is ongoing with nothing new to report
- 2024 Operating Budget – Richard Bairam and Chris Culberson will be presenting the 2024 Budget to the Budget Committee on Thursday, January 18th at 6:30 PM.

New Business:

- 2024 Annual Insurance Renewal – Denise and Chris met with Brian Parsons of Davis and Towle to fill out all required information for the renewal of the precincts' insurance for 3/2/2024.
- The 2023 Audit has been scheduled for 2024 and they Auditors were on site for one day on January 10th to get started. They are scheduled to be back on March 21st and 22nd to complete the Audit and do not expect it to run any longer than the allotted scheduled time.
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Superintendents Report – attached - Motion by Ray Bonney to accept the superintendents report as is and seconded by Mark Bourque. All in favor and accepted as presented.

Housekeeping Rule, Indemnity Rule and Policy Approval – Motion made by Ray Bonney and seconded by Mark Bourque, all in favor.

With no other business to be conducted, a motion was made by Mark Bourque and seconded by Ray Bonney to adjourn at 7:10 pm. All in favor.

Next meeting is scheduled for February 20, 2024 at 6:30 pm.

Respectfully Submitted

Carol Hardy, Precinct Clerk

These minutes were prepared by Chris Culberson in draft form