



Minutes of the July 18 2023 monthly meeting of the commissioners of the CHWP.

Present: Richard Bairam, Ray Bonney, Joan McDonald, Mark Bourque, Attorney BJ Branch
Chris Culberson – Superintendent: Roll Call conducted by Chair Richard “Turk” Bairam

Not Present

Betty St Germain – Bookkeeper
Brett Rowley
Linda Bonney-Treasurer
Carol Hardy – Clerk

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

Motion by Ray Bonney and seconded by Joan McDonald to accept the meeting minutes of the June 20, 2023 as presented by Attorney Branch, all in favor and passed.

Treasurer Reports

Business checking account	\$767,355.63
Business Debit Card account	\$461.49
Past Due Accounts	\$13,610.97
Open Balance Report	\$147,598.35

A/P manifests were reviewed and approved by the commissioners for the amount of \$41,027.33 dated 6/28/2023 and A/P Manifest for \$2,800.67 dated 6/06/2023.

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

Correspondence

The board accepted the resignation letter of Brett Rowley as a commissioner. Resignation was based upon conflicts that would not allow Brett to attend the monthly meeting. The board was sad to see Brett resign and enjoyed his tenure.

Legal Correspondence:

Attorney BJ Branch stated not legal correspondence at this time.

Old Business:

- Dartmouth Subdivision – nothing new to report and application for water have not been submitted at this time
- Lead and Copper Grant – Josh is working with Wright Pierce to compile the required information for material inventory
- Bookkeeper – ongoing discussion
- 2023 annual flushing – Manchester Water will not be flushing this year so CHWP will not flush and will only do so based upon water quality from Manchester
- 2022 Audit – audit is complete and awaiting final reports
- 1385 Hooksett Road Subdivision – Nothing to report
- Campbell Hill Pump Station – Blue Ribbon Fence will be trimming the shrubs that create a buffer for the Campbell Hill Pump station located within the easement at 14 Lindsay Road. They will maintain them on an annual basis which has been agreed upon with the homeowners at this location.

New Business:

- O Thames Road – John Raymond of DiPrete Engineering reached out via email to seek water service availability for a proposed development. Chris Culberson has reached out by phone but has not yet spoken to John. The proposed development will need to be put into the water model to determine how the proposed daily usage of 30000 GPD will impact the system and what would need to be upgraded to be able to supply the demand. The cost of the review will be borne by the developer.
- Village and CHWP will work together to delineate an accurate boundary within GIS of each of their franchise areas. The boundaries that currently are shown on GIS are arbitrary and need to be better defined for clarity.
- Turk discussed looking into purchasing additional water from MWW and reviewing the current agreement. The board agreed that we should start working on what anticipated demands for the future will be and make sure we are in a good position. Chris will reach out to start the discussion with Guy of MWW.

Superintendents Report – attached - Motion by Joan McDonald 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 present a motion was made by Mark Bourque and seconded by Joan McDonald to adjourn at 7:18 pm. All in favor.

Respectfully Submitted

Carol Hardy
Clerk

These minutes were prepared by Chris Culberson in draft form and presented to Carol Hardy for review.