

Minutes of the October 17, 2023 monthly meeting of the commissioners of the CHWP.

Present: Richard Bairam, Ray Bonney, Joan McDonald, Mark Bourque, Attorney BJ Branch, Carol Hardy – Clerk, Chris Culberson – Superintendent

Roll Call conducted by Chair Richard “Turk” Bairam

Not Present

Betty St Germain – Bookkeeper
Linda Bonney-Treasurer

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 approve the meeting minutes of August and September 2023, all in favor, motion passed.

Treasurer Reports:

Business checking account	\$771,032.63
Business Debit Card account	\$504.85
Past Due Accounts	\$13,992.34
Open Balance Report	\$303,710.14 (includes 3 rd quarter billing just mailed out)

A/P manifests were reviewed and approved by the commissioners for the amount of \$61,682.59 dated 9/28/2023 and A/P Manifest for \$5,625.81 dated 10/17/2023.

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

Correspondence

CHWP received the agreement from Health Trust for CY2024 with increases in both medical and dental rates. Medical rates will increase 15.6% and dental rates will increase 4.7% for CY2024. Acceptance of the agreement has been tabled to the November meeting and the board has requested more information and possible options to see how it will impact the overall 2024 budget. Employees currently contribute 15% for the cost of insurances while CHWP contributes 85%.

Legal Correspondence:

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

Attorney Branch has asked that Chris Culberson speak to Manchester Water on what it will cost to purchase more water in order to increase our contracted maximum daily flows. It was stated that we have moneys in capital reserves specific for this need and the intent is to increase contract maximum daily flows in order to help meet demand and possible reduction of irrigation demand. It was noted the cost of water is only going to increase over time and we need to be proactive in our approach. The board was in full agreement and Chris will have information and cost for the November meeting.

Old Business:

- Lead and Copper Grant – Josh is working with Wright Pierce to compile the required information for material inventory – the grant for this work is \$50,000 and we have expended \$30,524.44 to date and the formal request for disbursement has been sent in to NHDES on 10/12/2023. This is a 100% reimbursement grant.
- Compliance Administrator/Bookkeeper – Denise Cumings has accepted the position with her first day of employment with CHWP being October 9, 2023. The board is pleased to have Denise aboard and will be present at the November meeting.
- 2022 Audit – the annual audit is complete and governmental letter to be signed this evening and hard bound copies will be forthcoming.
- Campbell Hill Pump Station – 14 Lindsay Road – nothing new to report at this time.
- O Thames Road – Wright Pierce provided a cost of \$7000.00 for an evaluation of the request for water for this location which has been sent to the owner. We are currently awaiting the owner's response to see if they will move forward with this evaluation and the owner is responsible for the full cost.
- 270 Londonderry Turnpike – This project is going to planning board for review and approval. CHWP has reviewed the plans and provided comments as part of the review.

New Business:

- Juneteenth – Richard (Turk) Bairam stated the recently the Sewer Commission approved Juneteenth and a paid holiday for their employees and asked the board if CHWP should include this day as a paid holiday as well. It was mentioned that the Town of Hooksett adopted this holiday in 2023 for their employees. Upon much discussion it was decided to table this item until the November meeting in which it will be discussed further.

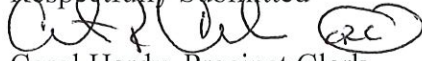
Superintendents Report – attached - Motion by Ray Bonney to accept the superintendents report as is and seconded by Joan McDonald. All in favor and accepted as presented.

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 7:30 pm. All in favor.

Next meeting is scheduled for November 21st, 2023 at 6:30 pm.

Respectfully Submitted


Carol Hardy, Precinct Clerk

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