

Minutes of the October 18, 2022 monthly meeting of the commissioners of the CHWP.

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

Not Present

Betty St Germain – Bookkeeper
Carol Hardy – Clerk
Brett Rowley

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

Motion by Ray Bonney and seconded by Mark Bourque to accept the meeting minutes of September 20, 2022 as presented, all in favor and passed. Carol was not present to sign the approved minutes but will be posted as approved

Treasurer Reports

Business checking account	\$681,465.12
Debit Card account	\$601.09
Past Due Accounts	\$14,214.68

A/P manifests were reviewed and approved by the commissioners for the amount of \$50,135.58 dated 10/5/2022.

Payroll Manifest: the following payroll periods were reviewed and signed by the commissioners.

09/11/2022 thru 09/17/2022	\$3,382.43	CHWP Staff
09/18/2022 thru 09/24/2022	\$3,370.55	CHWP Staff
09/25/2022 thru 10/01/2022	\$3,311.09	CHWP Staff

Motion was made by Ray Bonney and seconded by Joan McDonald to accept the treasurers report with all in favor.

Correspondence

The commissioners read a thank you card received from Bill and Kelly Alois for the plaque presented to the both of them for the service provided to the CHWP.

An email from Amy Nelson was read aloud to the commissioners from Chris Culberson thanking the precinct for their professionalism in a recent deduct/irrigation conversion.

Legal Correspondence:

Attorney BJ Branch – Nothing to report at this time with no issues.

Old Business:

- Marmon Aerospace – Water main installation is complete and has passed the hydrostatic test. Main has been chlorinated, flushed and TC sample has been taken and CHWP is awaiting results prior to placing the water main into service.
- Manchester Water Works Rate increase – Notice we placed on third quarter billing to customers of a rate increase for the first of 2023. Exact amount of the increase to be determined in the near future
- 3 Dartmouth Street – Nothing new to report
- 1461 Hooksett Road – Nothing new to report
- 1311 and 1313 Hooksett Road – 8” insertion valve was installed at the property line of this location on 10/17/2022. Water is now off to the property upon the completion of the insertion valve and the existing valve in Hooksett Road will be addressed in the spring of 2023.
- Level 2 assessment was reviewed and approved by NHDES. Findings are aged water within the granite hill pressure zone which was turned over by flushing along with inconsistent water quality from MWW.

New Business:

- 2023 Health and Dental Rate increase – Chris Culberson informed the commissioners that there will be an increase of 5.5% on the Medical Rates and 1.5% increase on the Dental Rates for 2023 which will be incorporated into the Budget.
- 2021-2022 Workers Comp Audit – Workers Comp audit was completed with an additional premium of \$858.00 with an amendment of Current Term based on Previous Term Audit results. Resulting in an additional premium of \$1,713.00.
- American Leak Detection completed leak detection of the CHWP distribution as part of an approved leak detection grant that was approved from 2021. Minimal leaks were found at 5 hydrant locations with no other leak identified. The identified leaks have been addressed. There was no cost to CHWP for this grant and completed work by American Leak Detection.

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 present a motion was made by Mark Bourque with a second by Joan McDonald to adjourn at 7:16 pm. All in favor.

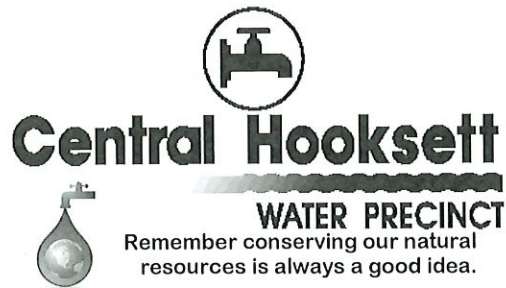
Next Meeting is scheduled for November 15, 2022 at 6:30 pm.

Respectfully Submitted



Carol Hardy
Clerk

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



Superintendents Report for October 18th, 2022 Meeting

1. TC samples were taken on 9/19/2022 with all September samples being TC-. October samples were collected on 10/3/2022 with all samples being TC-. 4th Quarter DBP (disinfection byproducts) samples were taken with results being submitted to NHDES. The Level 2 assessment that was presented to NHDES by Chris Culberson has been approved.
2. Berry Hill Estates Update – Construction is still on going with no new meters being set at this time.
3. Season's Market - 1311 and 1313 Hooksett Road – the installation of an 8" insertion valve as been completed at the property line of this project. Coordination was done with Nashoba Construction and CHWP for the installation of this new valve. Water is now off to the site so that yard piping can be reworked and addressing the 8" existing tapping valve within Hooksett Road shall be done in the spring of 2023.
4. Marmon Aerospace – 18 Legends Drive – the live tap, installation of water main into the building has been completed and inspected. The water main has passed the hydrostatic pressure test. The water main has been chlorinated and flushed and a bacteria sample has been taken by the contractor and we are still awaiting the results. A 1" curb stop has been left off of the new main and will be tied into the existing building once the new water main has been accepted and turned on.
5. Second-round back flow testing for 2022 is ongoing.
6. The water quality from Manchester Water Works is still an ongoing issue with fluctuations in chlorine residuals at the interconnects with a recent decline in the PH levels throughout our system and at the interconnections. I continue to inform MWW on a weekly basis and continue our conversation on the improvement of the water quality.
7. Irrigation meter conversions are starting to step up with the end of the season approaching. We currently have 35 conversions completed to date. The deduct reads have been collected the first week of October and this will be the last time we read deduct meters since the irrigation season has come to an end. These reads have been delivered and communicated to the Hooksett Sewer Department. We continue to get calls for the deduct conversion now that the irrigation season is over.
8. While completing weekly station checks we found that the block heater on the generator at Granite Heights was not working. Power Up was on site to confirm that the block heater needed to be replaced. This work was communicated with Cedar Management and the block heater has been replaced and the

generator is back in service. Cedar Management will be responsible for this invoice and will be paying directly.

9. American Leak Detection has been onsite conducting leak detection of our system per the grant that was applied for in 2021. Their team spent 5 days on our system and finished up on Monday October 17th. There were a total of 5 leaks detected on 5 different fire hydrants within our system with no other significant leaks found. We are reviewing the leak reports now and making any necessary repairs.
10. Quarter 3 water bills were completed and went in the mail the week of October 7th with a due date of November 7th. Total billing \$339,668.46

Respectfully Submitted,
Christopher R Culberson
Superintendent