HOOKSETT VILLAGE WATER PRECINCT
MINUTES OF September 25, 2018

Present at the meeting were: Commissioners – Chairman Todd Smith, Commissioners Michael Jache, Anthony Amato, James Obrien, Supt. Michael Heidorn, Treasurer Andrew Felch, Att. BJ Branch Absent:, Russell Pelletier ,Office manager/Clerk/Collector Nancy Philibotte

Meeting opened at 7:00 p.m.

Motion made by Jim O'Brien seconded by Mike Jache to accept minutes for the August 2018 meeting.

Treasurer's Report:

Cleared balance as of August 2018: $62,034.95
5 Uncleared transactions of $ 72,790.15 leaving a Register balance $ 134,024.55
NHPDIP balance: $46,646.26 Int: 78.79
Report accepted as presented by Mike Jache seconded Jim O'Brien

Collector's Report:
Month opened with $2,895.23 due previous; $143,640.29 due current,$ 286.60 backdated items $ 0.00 quarterly billing, $665.15 final bills $0.00 prev year collections, $130,067.65 current year collections $620.00 misc. $0.00 refund, $0.0 return check $ 45.00 adjustments, $4,320.00 penalties, leaving $ 2,895.23- prev year, $ 18,846.19 – current yr. = $21,741.42
Report accepted as presented by Jim O'Brien seconded by Mike Jache

Superintendent's Report:
1. Misc. admin
2. Bills/Financials
3. Water Quality
4. Water Use/diversion
5. New Tank
6. Training
7 Planning &Construction
8. GIS Mapping
9. Pump House Improvements
10. Cross-Connection Program
11. Misc. Field Projects

APPROVED

Report accepted as presented by Mike Jache seconded by Jim O'Brien

Attorney Report:

Old Business:
Motion made by Jim O'Brien seconded by Mike Jache to approve contract proposal by MSG regarding Sprint & Verizon cell tower antennas. To split 40% MSG, 40% 3-A and 20% HVWP. All in favor **New Business**:
Motion for Housekeeping made by Jim O'Brien seconded by Mike Jache at 7:50
All matters upon which a consensus was reached during tonight's meeting, but where there may not have been a separate and distinct motion, be formally approved by the Board via this motion. Voice vote taken. All approved.

APPROVED

HVWP SUPERINTENDENT'S REPORT
September 25, 2018

1. **Misc. Admin.** – Addressed miscellaneous customer service requests. Coordinated with P&S re: clarifying the CY2017 audit recommendations. The Precinct's ongoing efforts to optimize operations and the associated adoption of the Quality On Tap logo were highlighted in GSRWA's summer newsletter. Continued preparation and coordination work for detailed web site upgrade.

2. **Bills/Financials –** September 24th P&L statement shows estimated 2018 operating revenues at $776K (or 73%) and expenses at $671K (or 63%) at 73% of the way through the CY18 budget. Cash flow has strengthened due to August receipts. TD account stands at $134K; considered transfer to PDIP account but over $70K pending in accounts payable.

3. **Water Quality** – September testing completed; results satisfactory. Continuing to improve daily chemical feed system adjustments to optimize water chemistry. Lead/copper testing coming up soon.

4. **Water Use/Diversion** – Water usage has begun its seasonal decline. We activated the brook diversion in late August and mid-Sept. in accordance w/ our DES permit; pond level has returned to approx. 3'.

5. **New Tank** – The Precinct continued to receive positive press for its role in the NHWWA Annual Construction Day event at the tank site (see summer NHWWA newsletter). Our Phase 2 Trust Fund grant application was reviewed by the Trust Fund committee; despite favorable reviews by DES, the application did not receive funding in this round; additional planning needed to secure funds. Construction inspection of Phase 1 continues; the building shell has been erected and pipe-laying west of the highway is nearly done; the directional boring under I93 was successfully completed last week and the 18" HDPE sleeve and 12" main were installed. Reviews of shop drawings and material specifications are nearing completion; a creative solution for resolving a dispute over providing the specified hydrants was implemented. The second pay request (~$48K) for construction was successfully processed. A project description was written up and sent out to all Pinnacle Street area residents and other impacted parties. Submitted and received DES approval for Loan Amendment Application which updated the project completion schedule. Utility Service Co. performed a complimentary inspection of the old tank and is getting us a second quote on old tank rehab.

6. **Training** –Mike participated in GSRWA annual field operations day on 9/11.

7. **Planning & Construction** – Continued coordination on Lilac Bridge re: completion of as-builts. Continued coordination re: Phase 1 of the 39 Hackett Hill Road (Ritchie Bros. site) proposal, including meeting with developer and meeting of Mike, Chair Smith and Atty. Branch; developer continues to contest connection fees. Continued coordination with Sewer Dept. on various fronts, including new lift station behind office; their boring contractor successfully installed two new 8" river crossings by Tri-Town last week.

8. **GIS Mapping** – Central Hooksett Water Precinct graciously hosted a detailed demonstration of their GIS efforts for HVWP on Sept. 19th. Mike subsequently met with Brown Engr. to review options and BE has offered to work with us to create a similar work product, at a significantly discounted rate.

9. **Pump House Improvements** – South station improvements continue. Meter socket + South well transducer issues resolved; electrical and control work scheduled for completion this week; wells activated yesterday; flushing and disinfecting ongoing. Ongoing coordination with A/D re: overall SCADA tie-in scheme; also researching control scheme alternatives based on recent communications.

APPROVED

10. **Cross-Connection Program** – Spring testing and test failure follow-up completed. Fall testing begun.
11. **Misc. Field Projects** – Responded to various mark-out and customer requests. Continued to investigate anomalous meter/backflow situations and install new meters. Shutoffs, finals and bacteria samples completed as needed. Finalized construction and installation of road signs in quarry as required by FD.

APPROVED