JUNE 30, 2026 MEETING MINUTES

HOOKSETT VILLAGE WATER PRECINCT

Present: Chairman Todd Smith; Commissioners Michael Jache, Russell Pelletier, Michael St. Germain, James O'Brien; Treasurer Scott Ewing; Attorney BJ Branch; Supt. Michael Heidorn;

Absent: Office Manager/Clerk/Collector Nancy Philibotte

Monthly meeting opened at 6:04PM.

Approval of Last Meeting Minutes: Motion made by Michael Jache and seconded by Michael St Germain to accept the minutes of the May 26th meeting. Minutes approved.

Treasurer's Report: As of May 31st , 2026.

- TD Checking: Cleared balance $35,834.53 Uncleared transactions -$14,133.04; Register balance $21,701.49
- NHPDIP Investment: Opening balance $741,969.63; Deposits $0.00; Withdrawals $0.00; Interest $2,284.69; Closing balance $744,254.32
- NHPDIP System Dev.: Opening balance $52,656.95; Deposits $0.00; Withdrawals $0.00; Interest $159.01; Closing balance $52,815.96
- NHPDIP Water Supply: Opening balance $58,511.74; Deposits: $0.00; Withdrawals: $0.00; Interest $180.18; Closing balance $ 58,691.92
- NHPDIP LSLI Infrastructure: Opening balance $0.00; Deposit: $13,161.79 Withdrawals: $0.00; Interest $3.96 Closing balance $13,165.75
- NHPDIP LSLI Loan Repayment: Opening balance: $0.00; Deposit: $6,580.90 Withdrawals: $0.00 Interest: $1.98 Closing balance: $6,582.88

Bookkeeper's Report: Transition going well.

Motion to accept Treasurer's and Bookkeeper's reports as presented by James O'Brien; seconded by Russell Pelletier. Motion passed.

Collector's Report: For May 1st – 31st , 2026.

- Previous balance: $95,909.36
- Charges: Water $8,557.93; Sprinkler $0.00; Hydrants $0.00; Backflow $0.00; Other $645.00; Adjustments $1,626.28; Penalties $7,139.81; Interest $0.00; Adjusted receipts $1,189.55; Payments $-116,288.54
- Open balance: $11,578.76

Motion to accept report as presented by James O'Brien; seconded by Michael St Germain. Motion passed.

Trust Fund Report: For May 1st – 31th , 2026.

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- Open balance: $1,143,258.37

Superintendent's Report: June 30, 2026 (attached).

1. Misc. Admin
2. Bills/Financials
3. Water Quality
4. Water Use/Diversion
5. Pike Quarry
6. Training
7. Planning & Construction
8. Asset Mgmt./Mapping & GIS
9. Pump House/SCADA
10. New Sources
11. Cross-Connection Control
12. Misc. Field Projects

Attorney's Report: guests

- Discussion Boat ramp/ROW –
- BJ starting process re: easement

Old Business:

New Business: Extensive discussion re: water capacity issues and potential ways to address increasing capacity needs. 750 to 1,000,000 gal/day foreseeable eventual needs. Time line unclear but pursuit of options necessary to commence now.

Motion made by Micheal Jache and seconded by Michael St Germain: Since New Hampshire law requires yearly renewal of policies for those policies to be considered effective, that we renew and approve all policies currently in existence without amendment.
Voice vote taken. All Approved.

Motion for Housekeeping made by Michael Jache and seconded by Michael St Germain: 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.

Motion made by Micheal Jache and seconded by Michael St Germain: To indemnify and defend all Commissioners and employees from financial exposure from any and all claims arising out of the performance of their duties.
Voice vote taken. All Approved.

APPROVED

Motion to adjourn made by Michael St Germain. No objections. Meeting adjourned at 7:15 PM.

Respectfully submitted by: Nancy Philibotte

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HVWP SUPERINTENDENT'S REPORT
June 30, 2026

1. **Misc. Admin.** – Addressed miscellaneous customer service requests and web site updates. Processed payroll/bills/deposits and Positive Pay notifications. Updated website, including the addition of a new page for new customers. Ongoing coordination re: vehicle damage claims on Merrimack St. Attended GSRWA board meeting on 6/18 and assisted with annual audit, personnel issue and scholarship. Evaluated Life/STD/LTD insurance alternatives; chose to remain grouped with the Town for optimal savings of ~$2K/yr.

2. **Bills/Financials –** June 30th P &L statement shows estimated 2026 operating revenues at $484K (or 28%) and expenses at $787K (or 46%) at 50% of the way through the CY26 budget. Account balances as of June 30th are TD = $46K; PDIP Inv. = $694K; PDIP SD = $53K; PDIP WS = $59K; and PDIP LSLI = $20K. 38 shutoff notices sent out on 5/26; 16 of those accounts remained unpaid as of 6/11; 6 of those accounts were ultimately shut off and then returned to service after payment. Historical unearned water rents discrepancy identified.

3. **Water Quality** – Routine June compliance testing completed. All compliance samples met NHDES standards. Voluntary monthly distribution system and source testing also completed; no anomalies.

4. **Water Use/Diversion** – Water usage increased to 400 KG/day on average, with a peak day of 499KG. Precipitation increased this past month (~3.5" to date) and average air temperature increased to 70ºF. Well and pond levels are "full." The brook diversion ran the first and last weeks of June. NDMC April reports show Hooksett remains in a drought with improvement likely in the coming months. NHDES now requires an annual water audit in compliance w/AWWA standards; the 2025 audit, or *Water Loss Control Annual Reporting Form*, was submitted to NHDES this month. Our triennial *Water Conservation Plan Ongoing Compliance Reporting Form* was also submitted to NHDES for the 2025-28 period.

5. **Pike Quarry** – Three blasts occurred since the last report (5/28, 5/29 and 6/10). No results exceeded the current peak particle velocity trigger (0.9 in/sec). The 6/10 blast exceeded the original PPA trigger (0.09g).

6. **Training/Outreach** – Maddy attended NHDES' *2026 Source Water Protection Conference* on 6/3. All field staff participated in NEWWTA's *Protect Workers in Trenches* training held at the WWTP on 6/10. Mike presented at GSRWA's *Be a Better Boss / Be a Better Employee* on 6/18. Matt and Mike participated in the Town's *Touch-A-Truck* event at the Library on 6/20.

7. **Planning & Construction** – Water main activated for Bernice St. Extension; water sample results passed. Met w/NHDOT BOT on 6/11 to review possible water service connection for Exit 11 facility. Attended Phase 1 pre-con meeting for 2 College Park (Brady Sullivan) w/Atty. Branch; negotiated funding approach to Thompson Avenue water infrastructure. Issued *Conditional Approval* for 1631 Hooksett Rd. Ongoing coordination w/Atty. Branch and area landowners re: Bayview Terrace boat ramp ROW, including identification of second alternate easement location. Ongoing coordination re: river crossing project including survey work and submittal of $2M loan pre-app by T&H on 6/1 to NHDES SRF Program. Miscellaneous coordination re: 47 Hackett Hill, 14 Highland, 269 West River, and Granite Woods projects.

8. **Asset Mgmt./Mapping & GIS** – Lead Service Line Inventory (LSLI) coordination continued with a focus on excavation (see #12). Ongoing coordination w/NHDES/Tata & Howard re: asset management grant.

9. **Pump House/SCADA** – Daily pump house inspections completed w/associated maintenance as needed. Mid-year generator inspections completed on 6/22; no major issues. Triennial sanitary survey completed with NHDES inspector on 6/17; Commissioners Jache and O'Brien participated on behalf of the Board.

10. **New Sources/Source Protection** – Coordination w/Verdantas and landowner on submittal of two funding applications for riverbank filtration: $636K to the NH DWGTF (Trust Fund) on 5/28 for land purchase and $12.8M on 6/1 to NHDES SRF Program for permitting and construction. Assisted Town of Bow with $4M NHDES funding

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application for proposed interconnection, including detailed site walkover on 6/9. Prepared updated estimates of pending and approved water demands associated with local development. Met with GSRWA on 6/23 to discuss collaboration with Town on updated *Source Protection Plan*.

11. **Cross-Connection Control** – Summer (irrigation device) testing has begun.
12. **Misc. Field Projects** – Responded to various mark-out and customer requests and investigated anomalous meter/backflow situations as needed. Shutoffs, finals, chemical deliveries and customer bacteria samples completed as needed. Completed weekly tank inspections and mowing. Completed 22 LSLI excavations on Bert/Chase/Highland/Cyr/Birch Hill (including 1 galvanized line replacement on Chase); all patching and loaming completed including a long driveway repair at 20 Merrimack. Responded to NHDOL request for information on HVWP trench safety practices.

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