

**HOOKSETT VILLAGE WATER PRECINCT
MINUTES OF OCTOBER 27, 2020**

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

Meeting opened at 6:00 p.m.

Motion made by Michael Jache seconded by Anthony Amato to accept minutes for September meeting.

Treasurer's Report:

Cleared balance as of September 30, 2020: \$115,742.79
12 Uncleared transactions of \$21,082.28 leaving a Register balance \$94,660.51
NHPDIP balance: \$336,025.63 int: 29.47

Report accepted as presented by Anthony Amato seconded by Michael Jache

Collector's Report: July

Month opened with \$40,841.90 due, \$-9,762.35 backdated items \$0.00 quarterly billing, \$677.60 final bills, \$ 12,814.84 collections \$2,661.88 misc. \$0.00 refund, \$ 0.00 return check \$ 0.00 adjustments, \$0.00 penalties, leaving \$21,604.19.

Report accepted as presented by Anthony Amato seconded by Michael Jache

Superintendent's Report:

1. Misc. admin
2. Bills/Financials
3. Water Quality
4. Water Use/diversion
5. Pike Quarry
6. Training
- 7 Planning &Construction
8. Mapping & GIS
9. Pump House/Scada Improvements
10. Cross-Connection Control
11. Misc. Field Projects

Report accepted as presented by Anthony Amato seconded by Michael Jache

Attorney Report:

Pike

Old Business:

Discussion re: Pike

Working with Central Water

New Business:

Mike H. presentation re: 2021 Budget

Motion for Housekeeping made by Anthony Amato seconded by Russell Pelletier at 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 Anthony Amato seconded by Russell Pelletier to Indemnify and defend All Commissioners and employees from financial exposure from any and all claims arising out of the performance of their duties.

Meeting adjourned at 7:12 Motion made by Anthony Amato seconded by Russell Pelletier

Respectfully submitted by : Nancy Philibotte

HVWP SUPERINTENDENT'S REPORT

October 27, 2020

1. **Misc. Admin.** – Addressed miscellaneous customer service requests, processed payroll/bills and completed minor website updates. Began Nov. 1st billing. Finished comprehensive cleanup of billing system fields for improved consistency in naming/sorting/searching/tracking. Continued assisting CHWP with administrative tasks as needed. Received 2020 System of the Year Award on Oct. 1st from GSRWA at their annual meeting and coordinated invitations to the ceremony and distribution of press release.
2. **Bills/Financials** – Oct 19th P&L statement shows estimated 2020 operating revenues at \$1.04M (or 77%) and expenses at \$888K (or 66%) at 80% of the way through the CY20 budget. Balances as of Oct. 19th are TD account = \$45K and PDIP account = \$336K. Began CY2021 budget preparation, including CIP.
3. **Water Quality** – Routine October testing completed; bacteria = absent and distribution = normal.
4. **Water Use/Diversion** – Water usage continues to seasonally decline, and pond, stream and well levels remain seasonally low. We remain in a serious drought despite recent rains (approximately 3” in October so far). However, according to NHDES forecasts call for above normal precipitation and improving drought conditions in the coming weeks and months. We continue to monitor well levels and make operational adjustments as needed. Outdoor watering restrictions are not likely to be effective now as irrigation season is nearly over. Indoor conservation information is being distributed with the November bills.
5. **Pike Quarry** – Blasts were completed on Oct. 9th and 16th. The horizontal accelerations were <0.09g. No response to GeoInsight's Request for Information has been received from Pike / Vibra-Tech on Vibra-Tech's report on blasting-induced ground vibration effects. Pike has indicated that they are not in favor of the currently proposed terms for their renegotiated lease at our quarry property.
6. **Training** – Mike/Matt/Dennis/Gary attended the GSRWA Spill Response and Utility Website webinars Oct. 1st. Mike attended the AEHS Soils, Sediments, Water & Energy Conf. from Oct. 19th – 23rd.
7. **Planning & Construction** – Misc. coordination and correspondence re: Phase 1B-2B construction at University Heights; engineering review for University Commons and LaValley farm stand; construction planning for former Merrimack Heights; and Donald St. service improvement coordination. Attended Oct. 7th TIF meeting re: RT3A and Oct. 13th TRC meeting re: a proposed industrial park at the south end of our franchise area and the Granite Woods warehouse development (Supreme Industries site) west of RT93 at Exit 11. Reviewed CHWP system specs; met with CHWP board on Oct. 20th to discuss partnership feasibility.
8. **Mapping & GIS** – Hydraulic modeling project ongoing with Tata & Howard. Mike, Matt and Nancy have been collecting and providing T&H with water system data and statistics as requested.
9. **Pump House/SCADA Improvements** – EII is programming the new PLC for the Booster Station; also replaced propane heater with electric heater at North Station and completed miscellaneous SCADA troubleshooting. Reviewing Energy Evaluation for the pump stations from Process Energy Services, LLC.
10. **Cross-Connection Control** – Enforcing final “spring” testing violation. Resolved enforcement action re: 2019 sanitary survey violation at Country View Apartments. Preparing for fall testing.

11. **Misc. Field Projects** – Responded to various mark-out and customer requests. Continued to investigate anomalous meter/backflow situations and install new meters; 31 installed this month and total so far = 717. Shutoffs, finals and bacteria samples completed as needed. Installed new services at 1 and 3 Donald St., including coordination and cleanup. Replaced hydrant at Merrimack/Granite Sts. Collected and reviewed October meter readings. Completed hydrant flow test at University Commons. Began fall hydrant flushing. Coordinated and completed exterior recoating of dome and walls at Manor Dr. tank.

APPROVED