



Minutes of the April 16, 2024 monthly meeting of the commissioners of the CHWP.

Meeting was called to order at 6:30 by chair Richard Bairam

Roll Call conducted by Chair Richard "Turk" Bairam

**Present:** Richard Bairam, Ray Bonney, Joan McDonald-clerk, Mark Bourque, Karen Nadeau, Linda Bonney-Treasurer, Chris Culberson – Superintendent, Denise Cumings - Compliance/Bookkeeper, Attorney BJ Branch

Motion by Ray Bonney and seconded by Mark Bourque to approve the annual meeting minutes and the meeting minutes of the March 19, 2024 meeting, all in favor, motion passed.

**Treasurer Reports:**

Business checking account	\$581,601.05
Business Debit Card account	\$1,547.04
Past Due Accounts	\$25,603.59
Open Balance Report	\$243,270.33

A/P manifests were reviewed and approved by the commissioners for the amount of \$32,093.67 dated 4/2/2024, and A/P Manifest for \$12,521.05 dated 4/16/2024.

Payroll manifests for payroll weeks 3/17/2024 thru 4/13/2024 were also reviewed and signed by the commissioners

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

**Correspondence**

New Federal Regulations for PFAS in drinking water. The United States Environmental Protection Agency (USEPA) has established federal drinking water regulations for six poly- and perfluoroalkyl substances (PFAS). Short term this will not affect CHWP. In the long term, there is the possibility of rate increases as the cost of treating the water to these new standards maybe passed on from Manchester Water Works. The new regulations do not take full effect for another 5 years.

**Correspondence, continued**

10 Water Works Drive • PO Box 16322 • Hooksett, NH 03106 • Phone: 603-624-0608 • Fax: 603-624-0814  
Email: [info@centralhooksettwater.org](mailto:info@centralhooksettwater.org)

Hooksett Village Water Works has been working with the town on updating the water service areas map and precinct boundaries. They have requested mapping indicating the new boundaries is accurate. The Superintendent has reviewed tax maps and lots, and has verified that the boundaries on the map are correct. The superintendent will respond via email to Hooksett Village Water Works.

**Legal Correspondence:**

None

**Old Business:**

- Lead and Copper changes for 2023 and Grant – amendment #1 Time Extension
- Campbell Hill Pump Station – 14 Lindsay Road – Shrub Maintenance.
- 2023 Audit–Completed 3/22/2024
  - Findings: Stale dated checks; Lack of an Other Post Employment Benefits (OPEB)
- MS 535 – Signatures by Commissioners
- Oak Hill Tank Assessment Cleaning and inspection scheduled for July 2024
- 49 Thames Road – 16 unit apartment building there will be one 2” meter for the complete building of 16 units. The water service for 49 will continue off the private line to 47 with the private hydrant at 47 being reset after the tie in.
- Superintendent Succession Planning - on going

**New Business:**

- KMS Actuaries Proposal – RE: Other Post Employment Benefits (OPEB)
  - \$10,500 for a four year pkg. Additional research is needed to determine if non-compliance with this particular item will have any bearing on bonds or insurance premiums.
- North East Record Retentions Proposal – Document Shredding.
- Block Party Social – Meeting with Engineer for possible addition
  - Water main goes through their property. No easement. No additional details at this time.

BJ led the discussion on the transition of the clerk’s position. After trying out the clerk's position, Joan McDonald has decided that it's not something she wants to continue. Joan would like to remain as a commissioner. Karen Nadeau has agreed to take on the role of clerk in addition to her duties as a commissioner.

Motion by Mark Bourque to accept Joan McDonald’s resignation as clerk of CHWP and seconded by Ray Bonney. All in favor, motion passed.

Motion by Ray Bonney to appoint Karen Nadeau as clerk of CHWP and seconded by Joan McDonald. All in favor, motion passed.

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 to be conducted, a motion was made by Mark Bourque and seconded by Ray Bonney to adjourn at 7:26pm. All in favor.

Next meeting is scheduled for May 21, 2024 at 6:30 P.M.

Respectfully Submitted

Karen Nadeau, Precinct Clerk

DRAFT