



**Cogswell Spring Water Works
Water Commission Meeting
Tuesday, August 16, 2022**

Members Present: Jerry Gilbert, Chairman; Jeff Connor, Commissioner; Bill Hall, Commissioner

Guests: Jim Donison, Superintendent; Steven Connor, Connor Backhoe

Recording Secretary: Kelly McCutcheon

Call Meeting to order at 16:00 hours.

Commissioner Hall moved to approve the non-public minutes of July 19th minutes as presented. Chair Gilbert seconded. Motion carried 3-0.

Commissioner Hall moved to approve the non-public minutes of August 3rd as amended. Chair Gilbert seconded. Motion carried 3-0

Commissioner Hall moved to approve the public minutes of July 19th as amended. Commissioner Connor seconded. Motion carried 3-0.

Appointments.

Steve Connor, Connor Backhoe. Jim and Steve planned a water main repair at the intersection of Rush Road and Main, but didn't get a complete shutdown. They started at 10pm but had to cancel at 3am and are trying to figure out how to get a complete shutdown. Jim had scheduled work to replace the valves on Prospect Street and Rush Road with a 4inch valve. However, calls were received from the college {New England College} and their concern that the planned construction would be a hassle for the college move in week starting the day after planned construction.

Superintendent Jim rescheduled the work for September 7th at 10pm when Charlie from WSO will be available to assist Steve & Jim.

Steve Connor stated that for every week the project is put off the more difficult it will be pull off, and that the Commission had missed their window to tie into when the Highway Department had paved. Now a paver will be needed and Steve stated in September the college is in full swing and it will be more difficult to complete the work. Steve strongly recommended completing the work this Sunday night when the business have closed and after restaurants dinner rush, and finish with paving Monday. Jim stated this Sunday was not good for him.

Steve stated his name is on the equipment performing the work and he is receiving the negative feedback and frustration from residents since Jim is new. He also stated he lost an entire day of business because all of his equipment is tied up working with the Water Department. Additionally, the State can issue citations if the work is delayed too long. Steve stated if Charlie from WSO is not available to assist until September then they will need to find someone else. Steve stated delaying the job for 3 weeks makes his part of the job more difficult and that he has equipment tied up in this project, in addition to the added cost of putting in patch only to dig patch up and repave.

Commissioner Connor asked what night everyone would be available next. Jim stated he can call Aquamen to see if they would be available and reminded the Commissioner Steven Knight starts next Wednesday with the Cogswell Spring Water Works.

August 24th was determined as the new shutdown date, starting at 10pm with the streets shutting down at 8pm to start uncovering. Jim stated he would prefer a 3am start time over 10pm because he hates working overnights. Steve stated starting at 3am does not give enough time to complete the work since traffic starts picking up at 4am. Commissioner Connor stated planned construction rarely goes as planned and starting at 3am would not give enough time and be setting the department up for failure. Jim stated they could bring in flagger to manage traffic. Steve stated there are not many people who have his experience with the old water pipes, and in situations like the planned construction, hours can be spent changing the pipe fittings and draining the pipes. Commissioner Connor reiterated starting at 3am does not give enough time. Jim stated it is not the first town to be inconvenienced by water maintenance. Commissioner Hall stated it is one thing if it is an emergency but is completely different with planned construction. Commissioner Hall stated Abby's Café needs water for operations before 5am since she opens at 6am. Jim stated Abby's Café is on the bridge water line.

Work will begin August 24th with assistance from the Connor Backhoe Crew. Streets shutting down at 8pm for uncovering and work beginning at 10pm.

Superintendent Jim recommended starting a list of the problem areas to send out to bid next season for repairs. Commissioner Connor stated they need to identify the problems areas when opening and closing valves in the coming months to determine where drips and leaks are. Jim stated the valve at Crescent Street is dripping and one of the fire hydrants since being exercised.

Visitors.

None

Superintendent's Report.

- NHDES State Requirements
 1. Monthly Bacteria Tests (2) taken on 7/11, both were absent for bacteria

2. Lead and Copper samples (10 required) to be taken in 3rd quarter 2022
 3. Nitrate, SOC and VOC samples to be taken in 3rd quarter 2022 at Pumphouse 1 and Pumphouse 3.
- Part-time water operator position – Steven Knight to start 8/17/22
 - Truck – took delivery of blue RAM 1500 on 8/12/22 and brought to Truck Trends (lineX) in bow for installation of tool box, ladder rack and emergency light (\$5522). Painting by Morgan, Henniker on 8/18/22. Sale: for \$52,319 includes Boss 7.5' plow for \$5795 (there was a \$500 factory rebate)
 - Extractions -
 1. extractions of meters - 0 in last month
 - Budget Discussion – see attached
 - Final Reads – 2
 1. 84 Liberty Hill Rd
 2. 103 Hillside Drive
 - Dig Safes – 4 requests from 7/20/22 through 8/16/22 from
 1. 0 required mark outs i.e., within water limits
 - Training
 1. None this past month
 - Abatements – 4 requested
 - Aquamen Water purchased 12 loads of bulk water for ELVWD on 8/10/22 (\$936 invoice send to them) and they have requested additional bulk water this upcoming week.
 - Tax Collector warrant for July 2022 for \$259,474.63 for 19,029,457 gallons – see attached.
 - Hydrant flushing and gate valve exercising in August to October once a part-time assistant is on board. Perform one day per week and will post a notice on Town web site and place notice in center of town.
 - Security alarm code and propose to eliminate TDS phone lines at well and garage. *Jerry believes need the lines to well SCADA. Jim unsure but have antenna on side of office building and asked for quote for pump 3 and will find out for sure.*
 - Emergency generators annual inspection with Powers Guaranteed Generators, Swanzey, NH performed on 7/25/22 (3 generators). *ANSE out of Massachusetts and Milton CAT will do generators*
 - A/D Instruments (Tom McPherson 603-382-4667) will calibrate the pump station flow meters and recording charts flows on 8/30/22
 - Chemical deliver will be scheduled in next two weeks – 250 gallons of caustic (sodium hydroxide) for pH adjustment and 2 – 55-gallon drums of chlorine (sodium hypochlorite).
 - Re-Schedule water main improvements for 8/24/22, night time work at Rush Rd and Main Street
 - 300,000-gallon tank and cut the grass, went to knock on Kristin Hayes Patenaude and not home. Jerry can try Rick Patenaude.

- Cyber Security visit from Department of Homeland Security

Old Business.

1. Expenditures – see attached 2022 budget and expenditures through 6/20/22
 - 64% available however the truck was not included. Once the truck is included less than half the budget available.
2. Truck purchase RAM 1500
 - \$52,300 for truck
 - Ladder rack, light, painting, \$5,700
 - Total \$58,000
 - Have \$8,000 left over for radio and will coordinate with the Highway Dept. when they install their new radio.
3. New part-time employee to start 8/17/22
 - Steven Knight starts tomorrow at 7am.

New Business.

1. Cancelled gate valve replacement at Rush rd and Prospect St for 8/17/22 due to concerns from NEC admin and start of school and hair salon business. To be rescheduled. Gate valve at Rush/Main to be scheduled in Sept with WSO+ for night work. *Discussed with Steve Connor*
2. Review water Abatement request for 172 Depot Hill Road for \$48.19 *Interest that has accrued on the account even though account was paid. Signed*
3. Review abatement for 44 Pike St, Lawrence E Pike for \$166.28 *water turned off in January 2021 and he keeps receiving min charge. Did in Jan 2022 and July 2022. Signed*
4. Review abatement for \$327.60 – Cemetery Association *Signed*
5. Review abatement for \$281.66 – J&M Morse Trucking LLC, Lot #5D 446, 33 Park Street *Signed*
6. New Water service application on Newton Road – owner has not applied for a driveway permit, need an address from Fire Chief
7. New security system and code. *Updated and codes reset*
8. Wells stations 1 and 2 are on Star Link for communication so TDS telephone lines can be cancelled (\$40.77 each = \$81.54/month). Request made to alarm company to add StarLink as well so 3rd TDS line can be cancelled (\$33.29/month). *No reason for telephone lines unless wanted for an emergency. The garage is still on the telephone line if want to update to StarLink. Chair Gilbert asked if there was a way to tie a line from the garage to pump 2 so everything runs on link at another zone. Commissioner Connor stated it is worth having Steven Knight look at the building and see what he can do.*

9. Reschedule the gate valve and water main repairs at Rush Road/Main Street for night time work on Wednesday Sept 7/22 – will do postings. *Now back on to August 24th for 10pm shut off*

Commissioners Concerns.

Commissioner Connor stated that land abutting the Foster Well Field is going up for sale. Chair Gilbert asked if the Commission buys the land would they be able to put a well on it instead of using wells on US Army Corps land. Unknown if a well can be put there or not.

Commissioner Hall stated the department should have an attorney look over the lease signed with the US Army Corps and speak with DES regarding the groundwater in the last lease signed. Commissioner Hall also stated any land purchased by the department would need to be approved in a warrant article at Town Meeting.

Commissioner Connor asked if it was possible to get a new wall clock for the Davison Road Office or repair the one in the office.

Schedule next meeting: September 20, 2022 at 16:00

Adjourn Meeting.

Commissioner Hall moved to adjourn. Commissioner Connor seconded. Motion carried 3-0.

Adjourned at 5:50pm