



**Cogswell Spring Water Works  
Water Commission Meeting  
Tuesday, December 13, 2022**

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

**Members Excused:**

**Guests:** Jim Donison, Superintendent

**Recording Secretary:** Kelly McCutcheon

***Meeting and budget hearing called to order at 4pm.***

Review the Minutes from the previous meetings: 11/15/22

**Commissioner Connor moved to approve as amended. Commissioner Hall seconded. Motion carried 3-0**

Appointments: None

Visitors: None scheduled

**Superintendent's Report.**

1. Monthly Bacteria Tests (2) taken on 12/1, both were absent for bacteria.
2. Last 90 days of water use records and water levels for wells 1 and 2 attached
  1. Extractions – none taken
3. Final Reads – 5:  
325 Davison Rd, 19 Hope Rd, 33 Goss Drive, 174 Juniper Ridge & 6 Pike Street
4. Dig Safes – 10 requests from 11/15/22 through 12/12/2022
  1. 1 required mark out i.e., within water limits or were new requests
5. Deduct Meter application – none received
6. Abatements – 1 requested
7. See attached: water use for last 3 months, water levels for summer vs. fall, estimated water “loss” and top 10 water users for first half of 2022

8. Training -Steve Knight took water exam (treatment and distribution) on Dec 12/6/22
9. Truck – Ram1500 – snow plow installed (Hillsborough Ram to be install additional shock “pucks” on 12/19/22 and undercoating by Honest Engine).
10. Aquamen purchased 3 additional loads of bulk water for ELVWD on 11/17//22 (60,000 gallons - \$780) and 11/18/22 (6,000 gallons - \$78) and 8 loads on 12/05/22 /(48,000 gallons - \$ 624 invoice for each date) - total for Year = 13 invoices for total of \$ 7,020.
11. Schedule to install 1” water service at 22 Newton Road (Steve Connor to perform excavating and EJ Prescott to perform saddle tap)
12. Steve Knight performing hydrant checks to ensure barrels are dry -complete in Dec.
13. Submitted Grant application to NHDES for \$40,000 for Asset Management Plan. Includes \$20,130 for new equipment (\$5,000 for a data collector to achieve sub-meter asset location accuracy, \$1500 for a rugged tablet, \$5630 for an all-materials pipe locator, \$6500 for an acoustic leak detector and \$1000 for ESRI ArcGIS software and 40% reimbursement for 360 hours of CSWW labor over a 2-year period -complete by 2024
14. Still waiting to hear back from US Army Corps requesting amendment to the agreement to allow pumping of 150,000 gpd from well 3 & waiver for water fee.
15. WSO+ acknowledged that they will not be sending monthly fee of \$300 in 2023.
16. Quote from EJP (\$2,771.42) and Stiles (\$2,436.68) for 3” Hydrant meter and backflow preventor for bulk water connections. Aquamen said they will be purchasing a meter in 2023. **CSWW to purchase? By consensus will not buy**
17. Contacted precast Tank rep to ask about their experience with bacteria growth in tanks – no response to date
18. CSWW still to inspect concrete tanks for possible entry points
19. EJ Prescott performed an inventory count as part of the VAS program
20. Relocated all summer yard equipment and pumps to storage garage (removed fuel).

#### Old Business.

1. Expenditures and Revenues – see attached

#### New Business.

1. 2023 CSWW Budget hearing scheduled for 12/13/22 at 4:00 pm with second budget hearing for 1/17/23.
  - a. **How to replace meters? Jerry do in quads in replace in sections and work way across town.**
  - b. **Capital reserve? Jim fire hydrant broken that need to be replaced. Jerry want t ocall something else. Rename capital improvements? Rename valve exercise? Bill operational reserve? Not reserve budget for problem. Inventory/material? Gate maintenance & hydrant program. Gate valve maint. Program. Valve and hydrant maint. Program.**

- c. Remove crackseal from valve and hydrant main program and add to building repair serveries at davison road under item 430, building and ground repair

**Chair Gilbert moved to approve the budget as presented. Chair Hall seconded. Motion carried 3-0.**

*No follow up budget hearing is needed in January.*

2. Abatement Request 566 Western Ave – see attached letter.  
The letter is addressed to the Sewer Commission not the Water Commission. An official request must be made to the Water Commission in order to be considered for an abatement.
3. Snow plow installed on RAM 1500

Commissioners Concerns: None

Schedule next meeting: January 17, 2023 at 16:00

Adjourn Meeting.

Bill moved end. Jerry seconded. motion carried 3-0

End 5:40pm