



**Cogswell Spring Water Works
Water Commission Meeting
Tuesday, March 21, 2023**

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

Members Excused:

Guests: Jim Donison, Superintendent; Steve Conor

Recording Secretary: Kelly McCutcheon

Review the Minutes from the previous meetings: 2/21/2023 regular monthly meeting

Commissioner Hall moved to approve the February minutes as amended. Commissioner Connor seconded. Motion carried 3-0.

Appointments. None

Visitors. None

Superintendent's Report.

1. Monthly Bacteria Tests (2) taken on 3/6/23, both were absent for bacteria.
2. Last 90 days of water use records for wells 1 and 2 attached
3. Extractions – one taken 1) 19 Hall Street (high water use from last July-oct 22 which is attributed to water irrigation use
4. Abatement requests - one received from cemetery and one invoice to void on 44 Pike Street as they do not have active water service
5. Dig Safes – 4 requests from 2/21/23 to 3//20/23
No markouts required, two were repeat requests by NHDOT and two from Eversource, one as a repeat dig-safe and a 4th was at the end of Liberty Hill Rd outside of water system limits
6. New Services: none
7. Deduct Meter application – none received

8. Will coordinate an inspection and cleaning of the precast tank 500,000 gallons in April to investigate bacteria growth in tank. This will require completely emptying the tank and using the Depot Hill tank for controls. DN Tank representative will assist.
9. EJ Prescott VAS program. Inventory valued at \$86,036. Next step is to develop list of “minimum’s” for each inventory item
10. Steve continuing to work on scanning all water meter records into digital format as part of asset management.
11. Steve continuing to install hydrant metal number “tags” to identify hydrant no’s as part of asset management program

DN tanks will be out April 19th and will empty the tank on the 17th for their visit

Old Business.

1. Expenditures – see attached revenue and expenditures to date. *Reviewed*
2. Town Meeting 3/18/23 results. *Budget passed as presented*
3. Inspect 500,000 gallon tank in April , week of April 17th - empty tank starting on Monday 4/17, Joe Papos w/ DN Tanks 617-335-7999 will be available Wednesday 4/19/23 to perform inspection – water system will operate off of the Depot Hill Tank, Notify Fire Dept., and disinfect tank w/ chlorine at 1.0 mg/l tank when filling up – press release. *Reviewed and discussed.*
4. Depot Hill Tank – coordinate w/ Eversource for electrical disconnect service in late April. *Waiting on Eversource.*
5. USACE update on Foster Well No 3.
 - “At this point, a final decision has not been made on the waiving the per gallon water usage fee. USACE attorneys are researching to determine if there is a way that this fee could be waived. However, it does appear an environmental review may need to be completed to activate this well for usage of 150,000 gallons per day. This could mean that an environmental assessment under the NEPA process may need to be completed. As a heads up, the cost of this environmental review is typically the responsibility of the applicant.”
 - Commissioner Hall stated historically the State of New Hampshire controls their ground water rights and he will find the RSA stating the Cogswell Water Department controls their ground water.
6. Resign and resubmit documents for NHDES grant for \$18,500 -automatic security gate. *Signed*
7. Resign and resubmit documents for NHDES grant for \$61,515 -Asset Management Plan. *Signed*
8. Henniker Direction Drilling, Jeff Martin 603-496-1912, requested cost proposal to install 4” diameter HDPE pipe on Patterson Hill Road under river & permit requirements. *Jim found the shut off*

9. Henniker Sand & Gravel , 72 Bradford Road cut and cap service connection and extend 6" watermain across Rte. 114 with fire hydrant – in spring

New Business.

1. Abatement requests from:
 - a. 1) 44 Pike St and 2) New Cemetery on Old Concord Road.
 - b. *Both Signed*
2. Insurance claim for damage to hydrant on Rush Road – I returned call to Police Dept (officer Amy) and informed her that the hydrant was damaged and will need to be replaced with a replacement cost of \$6,000.
Commissioner Hall moved to file an insurance claim on damaged hydrant.
Commissioner Connor seconded. Motion carried 3-0.
3. Annual Backflow reports performed by New England Backflow due by April 1 to NHDES. *Reports received and will be forwarded to the state*

Commissioners Concerns. None

*Schedule next meeting: **April 18, 2023 at 16:00***

Adjourn Meeting.

Commissioner Hall moved to adjourn, Chair Gilbert seconded. Motion carried 3-0.

Adjourned at 4:40pm