



**Cogswell Spring Water Works  
Water Commission Meeting  
Tuesday, May 16, 2023**

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

**Members Excused:** Bill Hall, Commissioner

**Guests:** Jim Donison, Superintendent

**Recording Secretary:** Kelly McCutcheon

Review the Minutes from the previous meetings: 4/18/2023 regular monthly meeting and non-public meeting.

**Commissioner Connor moved to approve the public minutes of 4/18/2023 as amended. Chair Gilbert seconded. Motion carried 2-0.**

**Chair Gilbert moved to approve the non-public minutes as presented. Commissioner Connor seconded. Motion carried 2-0.**

**Chair Gilbert moved to seal the non-public minutes. Commissioner Connor seconded. Motion carried 2-0.**

Appointments. None

Visitors. No one scheduled.

Superintendent's Report.

1. Monthly Bacteria Tests (2) taken on 5/2/23, both were absent for bacteria.
2. Last 90 days of water use records for wells 1 and 2 attached.
3. Extractions – one taken 1) 566 Wester Ave for Frank Chen / mobile home park after new watermain connected – note reduction in water use from 12,000-14,000 gpd to 800-1000 gpd.
  - a. Frank Chen replaced all the water lines and changed over his system to lower his gpd (gallons per day)
4. Abatement requests – one
  - a. 33 Temple Road -From the notes it appears to be a billing problem and the town asked the water commissioners to abate to amount for the new residents. The commission is unsure why the lean would be applied in the first place if the abatement is not granted.
  - b. *Abatement signed by the commissioners*
5. Dig Safes – 6 requests from 4/18/23 to 5/16/23.
6. Deduct Meter application – none received.
7. Inspection and cleaning of the precast tank 500,000 gallons – completed, inspected, cleaned, filled, chlorinated, and bacteria test negative, and tank brought back online.

- a. Jim will flush the valve once a month to experiment and see if the bacteria hits are reduced from monthly flushing's.
8. Hydrant flushing started on 5/3, 5/4/ and 5/11. 10 hydrants flushed to date. Two hydrant gate valves have not operated so far. Flushing will continue until complete. Water alerts being sent out and signs placed in from of fire station and corner of main/bridge/maple street intersection.
  - a. Chair Gilbert stated that Jim has been receiving glowing reviews about what a wonderful job he is doing communicating with residents and businesses regarding maintenance and upkeep.
9. Will explore Rush Road and determine which gate valves may be partially closed.
  - a. There maybe a gate access on Rush Road by Foster Road.
  - b. It is believed the gate access is in front of Jeff Connor's driveway
  - c. There is another gate not on the map on Rush Road at US 202
  - d. After reviewing several maps, it is believed the shut off is at US 202 and NH 9. Jim will start there
10. Repair gate valves hit by plow – Davison Rd across from Pine Hill and Hillside Drive
11. EJ Prescott VAS program. Inventory list and "minimums" for each inventory item to be entered into an online program.
12. Continuing to work on scanning all water meter records into digital format as part of asset management.
13. Continuing to install hydrant metal number "tags" to identify hydrant numbers as part of asset management program.
  - a. Chair Gilbert asked if there would be a spread sheet with the tags with the style of each hydrant, age, etc. for a more complete understanding of the current status of all the hydrants. Yes, they will be as part of the assets management program
  - b. Flow test will be done on the next round of hydrant flushing
14. Large size plans of water system will be delivered to Staples and scanned – approx. 100 sheets at \$2.00/sheet as part of file and asset management.
15. See attached proposed flyer for remote reading endpoint units for customers if they want to purchase and have CSWW install the new units.
  - a. Tabled until Commissioner Hall is able to attend
16. Met with EJP on 4/21/23 at Depot Hill Tank to investigate their Trimble monitoring system for tank levels which cannot be tied into the EOS scada system (see attached quote \$9,000 installed).
  - a. It takes a battery that last 5-6 years and would not need to run electrical up or under the future access road allowing the water department to still monitor the well if it becomes too high or too low
  - b. It was asked if the battery could be charged by a solar charger. Unknown at this time
  - c. Jim met with Eversource today and are ready to take it out when the land owner is available to be on site

**Chair Gilbert moved to purchase and install the Trimble monitoring system for \$9,000. Commissioner Connor seconded. Motion carried 2-0.**

Old Business.

1. Expenditures – see attached revenue and expenditures to date.

2. Inspection of 500,000 gallon tank took place on April 19<sup>th</sup> - tank emptied on Monday 4/17, Joe Papos w/ DN Tanks 617-335-7999 performed an inspection and said he did not see any issues. Water system operated off of the Depot Hill Tank while 500k tank was off-line, Josh Worthen with GSRWA assisted with confined space monitoring, notified Jim Morse w/ Fire Dept. Tank was completely drained, pictures taken, pressure washed floor and walls, sprayed chlorine on walls to disinfect tank and tank filled up during nighttime hours when wells placed in manual mode. Eastern Analytical took bacteria sample on Monday 4/24/23. Water from tank tested negative for bacteria and tank placed back online on 4/26. Wells back to operating off the 500k water levels
3. Depot Hill Tank – coordinated w/ Lorin Mulligan and Leah-Eversource for electrical disconnect service -scheduled for May 17-26/23. Wells will operate off of the 500k tank. *A pole with overhead service, transformer, and board on pole that need to be removed, as well as meter and panel disconnect. Lorin had specifically requested all water commission equipment is removed and a line truck will also be needed since the meter to the backboard is being removed.*
4. Received a price quote of \$9,000 for a Trimble unit, which uses a 5 year battery and satellite connection, from EJ Prescott, to enable CSWW to monitor the water levels in the Depot Hill tank and be alarmed in the event of low or high water levels for \$9,000.
5. USACE update on Foster Well No 3 – No update.
6. Received Governor’s Council Approval w/ NHDES grant for \$18,500 -automatic security gate. Includes American Fences, Hooksett, NH - 6' high x 15' wide single swing Tymetal fortress heavy duty swing gate, hinged on a 6-5/8" o.d. gate post and latched on a 4" o.d. gate post. Nov/22 quote of \$8400 and Brian C. Letendre Controlled Access Integrators, LLC, and Town electrician and contractor to extend trench/conduit from pump bldg. 1 to gate (120V/20 amp)w/ 6 clickers and knoxbox for emergency vehicles.
  - a. Chair Gilbert asked where the concrete slab would be? There is no flat spot in the area at the moment. Commissioner Connor recommend a precast 3x3x3 and set it into the spot-on site. Chair Gilbert stated the power post can be installed next to the 3x3x3
7. Waiting for Governor’s Council Approval w/ NHDES grant for \$61,515 -Asset Management Plan.
  - a. \$30,000 in wages will be reimbursed
8. Patterson Road Bridge 2” watermain replacement: options 1, 2 and 3: (1) Henniker Directional Drilling, Jeff Martin 603-496-1912, (2) URECON pre-insulated pipe with heat tracing and (3) PRIMUS lining old 6” CIP.
  - a. Email from Jeff Martin, he is unsure the equipment can make the elevation changes but should be possible unless he run across bedrock or ledge. Chair Gilbert stated he believes the engineering has been done and the bridge is a historical bridge and will not be able to run a line across it so option 2 is not a viable option. Option 3 assuming can clean pipes. Commissioner Connor asked if the sock can go through a 90degree angel. According to the 1914 maps the pipe angels are 45degrees.
  - b. Commissioner Connor asked if there is some more pliable material with the needed wall thickness like a hydraulic hose. Jim suggested using a 3 inch pipe. Commissioner Connor

suggested going when the river is lower. The pipe has been patched a few times in the past and sits on the river bottom. It may not be worth patching. Jim stated the liners to have some structural stability. Directionally drilling under the river is going to be the best solution. Jim will coordinate with Jeff Martin.

9. Henniker Sand & Gravel, 72 Bradford Road cut and cap service connection and extend 6" watermain along Rte. 114 with fire hydrant – to be done in June/July with assistance from Steve Connor. *Capping, adding service main and installing hydrant. A pressure gauge maybe added to the hydrant to ensure there is enough pressure to run the hydrant*
10. 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 – **no update.**
11. Meter replacement program: budget for 2023 is \$26,800 – Units still to be ordered and install in summer 2023. JJD to develop a map of water system into 10 sections. The first section to be: The Oaks, Goss Drive, Juniper Ridge Road and Fairview Ave (total of approx. 60 meters)
12. Recommittal warrant to Deborah Aucoin to be collector of the water use charged. *Signed*
13. Appointment Deborah Aucoin to the Water Tax Collector. *Signed*

#### New Business.

14. Bacteria samples taken on 5/2/23 were both absent for bacteria.
15. Abatement requests – One received for Timothy and Bobbie Ann Wood, Lot #8-590-B, 33 Temple Road, Henniker. *Signed*
16. 161 Maple Ave – performed excavation on 5/12/23 due to suspect water leak, Did not find a water leak. Confirmed that water service was copper on both sides of the curb stop. Water leak not found and suspected leak may have been the perimeter drain from the house. It is proposed to place a new water curb stop behind the sidewalk on grass and existing curb stop to be abandoned in place; to schedule and coordinated with other similar installation as flaggers charge a minimum of 8 hours for 2 persons at \$45/hr. QUESTION – when abandoning existing curb stop – cut top of riser 24" above existing service?
  - a. Jim wants to find out how many first before hiring flaggers

#### Non-Public Section 91-A:3 (II(a)).

#### **Moved to not enter until Commissioner Hall is able to attend. Carried 2-0**

1. To review and discuss "the compensation of any public employee" - staff wages

FINAL

Commissioners Concerns.

Chair Gilbert stated he found a new owner and buyer for the garage at well 2. A short discussion was had on having a shed at the Davison Road Office to store the current equipment in the garage at well 2.

Superintendent Jim will make it a line item for the next meeting.

**Schedule next meeting:** June 20, 2023, at 16:00

Adjourn Meeting.

**Commissioner Connor moved to adjourn. Chair Gilbert seconded. Motion carried 2-0.**

**Adjourned at 6:05 pm.**