



**Cogswell Spring Water Works  
Water Commission Meeting  
Tuesday, September 19, 2023**

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

**Guests:** Jim Donison, Superintendent; Josh McCutcheon

**Recording Secretary:** Kelly McCutcheon

Call Meeting to order at 16:00 hours.

**Chair Gilbert called the meeting to order, and Commissioner Connor will be late.**

Review the Minutes from the previous meetings: 8/15/2023 regular monthly meeting.

**Commissioner Hall moved to approve the minutes as amended. Chair Gilbert seconded. Motion carried 2-0**

Appointments. **None**

Visitors. **None**

**Superintendent's Report.**

1. Monthly Bacteria Tests (2) taken on 9/5/23/23. The 500,000-gal drain line was flushed prior to the CSWW office sample being taken for a 5-minute period. The town office sample was absent for bacteria, however the CSWW Davison Rd office was present for bacteria. A letter was received on 9/6/23 via email from NHDES stating that 3 Total Coliform Rule (TCR) repeats and two Groundwater Rule (GWR) Triggered samples were required to be taken within 24 hours (see attached copy). I was on vacation from 9/6 to 9/12. The 3 TCR Repeat samples were taken by Steve Knight on 9/7/23. The town office and the fire station samples were absent for bacteria and again the CSWW office was present for bacteria. Unfortunately, Steve Knight did not take the GWR samples within the 24-hour period. The bathroom tap was replaced on 9/13/23 to determine if the kitchen sample tap was the reason for the presence of bacteria in the two samples. A sample was taken as well as the two GWR samples from wells 1 and 2 on 9/13/23. The good news is that the CSWW office sample taken from the new bathroom tap was negative or absent for bacteria. In addition, the two GWR samples were also absent. It is possible that NHDES will be issuing a violation letter to CSWW for failure to take the GWR samples within 24

hours. This may require that violation letters be sent out to all water customers explaining the violation.

2. Last 90 days of water use records for wells 1 and 2 attached.
3. Final Meter Reads: 3 taken (73 Main Street on 8/15/23, 39 Park Street on 8/18/23 and 141 Depot Hill Rd on 8/28/23).
4. Extractions – none taken.
5. Abatement requests – Highland Cemetery \$163.80 needs vote and signatures. In the future the cemetery will only be billed once per year for both accounts. **Commissioner Hall moved to accept the abatement of \$163.80 and that the Highland Cemetery only be billed once a year in the winter. Chair Gilbert seconded. Motion carried 2-0.**
6. Dig Safes – 8 requests from 7/26/23 to 9/18/23.
7. Deduct Meter application – 0 requests have been made.
8. Hydrant flushing to be performed mid-October to complete the remaining 15 hydrants. Placed hydrant labels on hydrants as part of asset management program. Three hydrant gate vales to hydrants are non-operational (so far) *The gate valve feeding them does not work.*
9. Missing Rush Road gate valve. Will continue searching for additional paved over gate valves.
10. Repair gate valves hit by plow – Davison Rd across from Pine Hill.
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. Trimble installed on 7/31/23 to monitor the Depot Hill tank levels. See attached printout of water levels.
14. Town Hall Beacon “on-line” Water Meter – see attached daily data for Sept/23.
15. Looking for a recommendation of a Henniker citizen to participate in the CSWW Source Water Protection Program – 4 meetings in next 6 months, meetings hosted by GSRWA and report will be prepared by GSRWA. *Commissioner Hall asked if a message should be posted in the Messenger to see if any residents would be interested in participating in the program.*
16. *Electric gate for Well Fields. Jim will procure an estimate for paving from Weare Road to just past the electric gate to the well fields.*

#### **Old Business.**

1. Expenditures – see attached.
2. Depot Hill Tank electricity: Per discussions with Lorin Mulligan and Leah-Eversource, Lorin has concerns with the removal of the last pole, Removal of the electrical service is on hold pending their resolutions – **no update.**

3. USACE update on Foster Well No 3 – **From: Davi, Maureen B CIV USARMY: Good morning, Jim, We did submit a memo regarding the request to our higher level reviewers and there were some questions. We're developing responses and expect to resubmit early next week. Maureen - No update**
4. NHDES grant for \$61,515 -Asset Management Plan. Proceeding with collecting assets including gate valves, hydrants, service connections/curb stops and watermains. First update report to NHDES due 10/1/23.
5. Automatic Security gate grant \$18,400. Steve Connor cleared the path for electrical service line. Project includes American Fences, Hooksett, NH \$8,400 - 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, and Brian C. Letendre, Controlled Access Integrators, LLC, \$6,800 to install swing gate operator w/ battery backup w/ 6 clickers and Knox box for emergency vehicles and Moonlight Electric \$2500 and Steve Connor \$2500 to extend trench/conduit from pump bldg. 1 to gate (120V/20 amp) and install conc pad for swing gate operator. JJD will request extra grant funds as total estimated costs are \$20,200. **American Fence said Oct timeframe for fence installation.**
6. Patterson Road Bridge 2" watermain replacement: Henniker Directional Drilling, Jeff Martin 603-496-1912, Plan is to bore 4: PE pipe across river to roadway with a deep pit rather than boring up the hill. – **no update**
7. Henniker Sand & Gravel, 72 Bradford Road cut and cap service connection and extend 6" watermain across Rte. 114 with fire hydrant – **waiting to hear what the plan is for the property prior to disconnecting this service connection. No update.**
8. 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.**
9. Meter software for billing purchased \$15,300 with estimated annual fee starting in 2024 of \$2,000. Stiles Co is scheduled for 9/26 training on the new software so that the October sewer billing can use the new software system.
10. Develop plans for garage expansion at Davison Rd and sell garage at well field. – **no update**

#### **New Business.**

1. Abatement requests – to be approved and signed by BOC's for Cemetery from June 23 billing and clarification for future billing to only occur in January of each year. *Signed.*
2. At the Granite State Rural Water Association Operator Field Day on 9/12/23 CSWW received the annual award for best tasting drinking water in NH. The award was presented after a panel of judges selected the winning entry based upon clarity, odor and taste. Trophy presented.
3. Town Officials Meet and Greet on 11/2/23 at 5:00 pm – see attached invitation RSVP by 10/25/23.
4. Kearsarge Energy 8/7/232 initial assessment for solar development at 146 Davison Rd and 250 Weare Rd. *Suggested cutting many trees down.*

*Commissioner Connor arrived.*

Non-Public Section 91-A:3.

**Chair Gilbert moved to enter non-public. Commissioner Connor seconded. Motion carried 3-0.**

FINAL

**Commissioner Hall moved to exit non-public. Commissioner Connor seconded. Motion carried 3-0.**

Commissioners Concerns.

*Picture with Award for best tasting water in the State of New Hampshire for 2023!!*

Schedule next meeting: At 16:00 on October 17, 2023

Adjourn Meeting.

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

**Adjourned at 6pm.**