



**Cogswell Spring Water Works  
Water Commission Meeting  
Tuesday, September 15, 2020**

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

**Guests:** Ryan Bumford, Chief Operator

**Recording Secretary:** Kelly McCutcheon

1. Approve previous minutes.

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

2. Superintendents Report

1. The water department personnel is still operating under a modified COVID19 protocol. Chief Operator Bumford and I have N95 masks and latex gloves in case we have to enter a home in an emergency.
2. The Paddle Switch that controls the chemical feed pump in the building one had to be replaced.
3. The chemical feed line in building one was taken down and cleaned and new check valves were installed as was a new injection nozzle.
4. The water department's part of Patterson Hill project is complete for now.
5. I have discussed the relining of the Paterson Hill River crossing with Scott Kelly from Utility Services CO., Inc. Scott had several concerns. The condition of the pipe is a huge concern. It is far more degraded than a pipe that is buried in the ground and could blow apart from the pressure when performing the work needed to complete the job. Scott and his project engineer does not believe that his equipment would go through all the fittings. The only way to do it properly, if the pipe was in good shape would be to set his equipment at the same elevation of the riverbed and do a direct clean and reline.
6. Chief Operator Bumford, Connor Backhoe, and WSO dug and changed the curb box and rod located at 554 Rush Rd. Because this was on a State Road, I hired American Traffic Control to manage the flow of traffic.
7. I received another dig safe from the State of New Hampshire Department of Transportation (NHDOT) regarding the drainage work in the area of Weare Road, Flanders Roads, and Ramsdell Road. Chief Operator Bumford and I have marked the water lines twice now. I requested a meeting the project Forman and the local DOT Forman to discuss their plan for the area.
8. I have received the large distribution map and have begun to update it

9. I have no new information on a start date for Henniker Directional Boring on the installation of the new water main under 202-9
10. Chief Operator Bumford and I marked out 8 dig safe, the locations are in your packet.
11. Chief Operator Bumford and I completed 2 final water meter reads for closings
12. The required monthly bacteria test for September came back negative for bacteria. We are still adding chlorine to the Davison Road Water Tank during these extreme heat conditions.
13. We are still missing all of the New England Backflow Prevention test results. I sent an email to Mr. Gearan to see if he could shed some light on the subject and he said he would check into it. To date I have not heard from him so I sent him another email today reminding him that a copy of those reports have to be in my office by the end of September to avoid any water service interruptions.
14. Other jobs completed this month: mowed grass and weed wacked around the pump stations and the water works office, picked up sample bottles for the next PFOA water sample as well as the yearly Chemical Monitoring program tests, picked up parts to install over the hydrants barrel once the top of the fire hydrant on Patterson Hill has been removed as requested by the Water Commissioners, made a dump run, worked on bills and signed up for virtual classes for CEUs.

### 3. Other Business

The auditor was in yesterday and there is \$306,000 in the unreserved. Money was approved at 2020 Town Meeting for the new water main under 202/9.

Rush Road will need to be included in the Water Commissioners CIP (capital improvements plan).

Regarding final usage, there was a question on if users are charged the minimum amount or for consumption. The current precedent for final reads is the minimum amount due or actual water consumption, whichever is greater. The new owner typically pays the minimum and the fees are usually split by the realtors between the buyer and seller.

### 4. Old Business

VFD has not been installed yet and waiting for the contracts.

Draft copy of the Updated Emergency Response Plan.

River crossings- Superintendent Norm Bumford will confirm with Mike Vignale the signed permit for 202 has reached the proper place.

### 5. Commissioners Concerns

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

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

Superintendent Norm Bumford commented on the Saturday meeting stating that he is currently maxed out in the pay grade having been with the department for over 30 years, and that when he retires there will be a huge drop in the current salaries because he is maxed out.

Commissioner Connor stated he would like to see an itemized bill from WSO to compare what they would provide over what the 2-person department already does. The Commissioners asked Operator

Ryan Bumford if he would keep a job journal of what happens on job sites to have a better gauge how long the department is on site and if there is any assistance.

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

**Adjourn at 4:25pm**

**Next meeting October 20<sup>th</sup> at 3pm.**