



**Cogswell Spring Water Works  
Water Commission Meeting  
Tuesday, May 19, 2020**

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

**Also Present:** Ryan Bumford, Chief Operator

**Recording Secretary:** Kelly McCutcheon

Review minutes:

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

Appointments: none

Visitors: none

Superintendents report:

1. The water dept. personnel are still operating under COVID19 protocol. The office door is locked at all times and there are instructions on the door as to what to do should the public have any questions. Chief Operator Bumford and I have N95 masks and gloves in case we have to enter a home in an emergency. We are practicing social distancing as recommend. I have entered one customers home for a required inspection. Chief operator Bumford and I went to 35 Prospect street to meet with the homeowner. He had called and told me his meter seemed to be running backwards. We made an appointment to do an inspection to see what was happening. We did discover that the meter horn was in backwards. Chief Operator Bumford turned the meter around and we advised the homeowner to keep an eye on it and let us know if that was the problem.
2. The monthly bacteria sample taken May 2020 was bacteria free. With the water main under route 202/9 still out of service and the warm weather here the addition of chlorine at the Davison Road Storage tank will have to begin very shortly to prevent bacteria growth in the tank.
3. Clean up of the metal trash at the wellfield is complete. There will be some more small trash items to deal with but we can do it with the service truck. We have assembled the storage shelves and are inventorying items as we put them on the shelves. The pipe storage racks were the wrong ones. The correct ones are on the way and the others will go back for a credit. Once we receive the pipe storage racks we will assemble them and put the pipe away.
4. In your packet you have two estimates for digitizing the distribution system maps for your review.

5. I met with Steve Connor from Connor Backhoe services to discuss the area on the 209-9/114 ramp where the washout occurred last winter. Steve would like to plan on doing it next month. He would like it to be as dry as possible before working out there.
6. There was an inquiry at Town Hall as to why the water wasn't on at the Old Concord Road cemeteries. Chief Operator Bumford happened to be there and explained he needed to check with me as he didn't know. I explained to Chief Operator Bumford that per instructions from the Cemetery Trustees, I am supposed to get the go ahead from Trustee Tim McCormish before the water is turned on or off. I called Tim and he said to leave it off for now. He seemed to remember that there was a leak in either a north or south side but couldn't remember which it was. I told him that we could turn the water on to both sides, wait a few days and then do an extraction to see which side is having the issues. After four days we pulled the extractions and discovered the south side was flagged as having a leak. I called Tim and told him what we found and he instructed me to leave the North side on but shut the south side off and he will try and find the leak.
7. The meter pit for 172 Depot Hill Rd has been installed. The water meter is in place but the water is off. While the crew was working there, I discovered that the water level sensor in the Dept Hill Water Storage Tank was not working. I emailed Lorin Mulligan, the owner of the property and asked her permission to use the Frat Road to access the tank road that we put in to drive to the tank and change out the sensor. She agreed, so Chief Operator Bumford and I drove the water department service truck to the tank and changed the sensor out. I emailed Lorin and also called her to let her know when we were done and returned the Frat Road gate key back to the Henniker Police Department. I asked Lorin if she had given any more thought about allowing the Water Dept. access from Depot Hill Road across the Old Fraternity Road, to the Water Dept. ROW, to get to the Depot Hill Storage Tank for maintenance purposes. Lorin's reply was 'yes' and that she will speak to her Attorney and have something drawn up for the commissioners to review.
8. The water main connection from 43 Maple Street, The Congressional Church parking lot west to Gould Street is complete. Traffic on Gould street was detoured for the day. Steve from Connor Backhoe Services spoke to Leo Aucoin, Town of Henniker Highway Superintendent, to find out if the area we disturbed could be left gravel for now. Leo said yes and that Gould street was going to be repaved this year and they would repave the spot when they repave the street.
9. Work is complete on the relocation of the blow off at the intersection of Colby Hill Road and Liberty Hill Road. The new service line to 13 Colby Hill Extension is scheduled for Wednesday May 20, 2020.
10. I called Mike Deruisseau the homeowner of 526 Rush Road and told him that the factory had found a faulty sensor when they tested the water meter. I explained to him that at the April 21, 2020 meeting the Commissioners voted to abate the water usage portion of the July 1, 2020 to December 31, 2020 but he was still liable for the minimum charge of \$163.80. I advised him I would mail a copy of the abatement as soon as the Commissioners signed it, which would be at the May meeting.
11. Chief Operator Bumford and I have been reviewing the water usage as requested by Chairman Gilbert to see if there was a drop in usage since the COVID19 pandemic began, particularly the period of January- April of 2019 and 2020. It appears that there was no overall drop but instead a slight increase. The results of that research are in the commissioner's packets.

12. I spoke to Joe Damour from WSO Plus in regards to the installation of the VFD for the Foster Road well. He is anticipating that it will be done next week.
13. I emailed Fire Chief Morse in regards to installing the two-inch meter on the tank fill line. His response was "when the Town's COVID19 protocol has been lifted then he can install the meter but not until then".
14. We marked out several dig safe lines.
15. We also supplied title companies with four final reads.
16. I was notified a couple months ago that house 525 Weare Road installed an artesian well and wished to be disconnected from the Cogswell Spring Water Works water system. This has been completed.

Old business: none

New business:

- Asked to invite Vignale to next the meeting to discuss updating the maps, they have not been done since 2007 or 2007.

**Commissioner Hall moved to accept Vignale's proposal for \$2,500 to digitize the base map with updates as provided by CSWW Superintendent and Operator. Commissioner Connor seconded. Motion carried 3-0.**

- Superintendent's retirement intention:

"Dear Chairman Gilbert,  
I am writing today to you, Commissioner William Hall Jr. and Commissioner Jeffrey Connor to let you know of my intention to retire from my current position as Superintendent of Cogswell Spring Water Works on December 1, 2021. This date may vary depending on what Social Security tells me when I begin the paperwork.

I will still be in the area and available as a consultant to answer any questions that the Board of Water Commissioners or my replacement might have.

I have enjoyed my years here and hopefully I leave the department in better condition than when I was hired. I feel it is time for me to step away and enjoy the days I have left doing what I love to do.

I realize that my retirement date is still 19 months away but I wanted to give you plenty of time to explore all the options that you may be thinking about.

Respectfully,  
Norman R Bumford  
5/1/2020"

- The route 202/9 project was discussed again and it was stated during conversation that the project could be done in January.

**Commissioner Connor moved to move forward with 202/9 project at Town Meeting and let the voters decide. Commissioner Hall seconded. Motion carried 3-0.**

Commissioner Concerns: None

Next meeting June 16, 2020 at 3pm

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

**Adjourn 4:35pm**