

Minutes of the April 21, 2026, monthly meeting of the commissioners of the CHWP.

Meeting was called to order at 6:00 PM by Chair Richard Bairam.

Pledge of Allegiance

Roll Call conducted by Chair Richard "Turk" Bairam

Present: Richard Bairam, Linda Bonney – Treasurer, Ray Bonney, Joan McDonald, Karen Nadeau - Clerk, Attorney BJ Branch, Chris Culberson - Superintendent, Jarrod Williams.

Excused: None

Motion by Jarrod Williams and seconded by Ray Bonney to approve the meeting minutes of March 17, 2026, as amended: all in favor. Revision: The incorrect manifests were attached to the minutes.

Public Comment: None

Treasurer Reports: March 1- 31, 2026

|                                   |   |
|-----------------------------------|---|
| Business checking account:        | \$723,325.54 (March Int. earned \$769.72) |
| Business Debit Card account       | \$2,144.09 (March Int. earned \$0.91)     |
| 310 Londonderry Escrow 5/28/2025  | \$10,071.84 (March Int. earned \$5.98)    |
| Past Due Accounts 3/31/2026       | \$28,862.08 (245 Accounts)                |
| Open Balance Report 3/31/2026     | \$36,887.75 (178 Accounts)                |
| March 2026 Adjustments            | \$10,635.63                               |
| First Quarter Meter Reading Usage | 25,165,884 (Gallons)                      |
| First Quarter Net Billings        | \$255,738.83 (1736 Accounts)              |
| First Quarter Senior Discounts    | \$1,602.85 (399 Accounts)                 |

A/P Manifests were reviewed and approved by the commissioners for \$41,529.95 dated 4/1/2026, A/P Manifest for \$8,110.14 dated 4/16/2026. Money Transfer \$2,000.00 dated 3/23/2026.

Payroll manifests for payroll weeks 3/01/2026 thru 3/28/2026 were also reviewed and signed by the commissioners.

### 3 - CD investments with TD Bank:

| CD #  | DATE OPENED | CD - TD BANK TERM & RATE | Original Investment | Rollover Investment | Maturity Date       |
|---|-------------|--------------------------|---------------------|---------------------|---------------------|
| 7822  | 3/26/26     | 90 DAY @ 3.17%           | \$50,000.00         | \$51,758.31         | 6/24/26             |
| 7830  | 1/23/26     | 90 DAY @ 3.02%           | \$50,000.00         | \$51,501.70         | 4/23/26             |
| 7848  | 2/23/26     | 92 DAY @ 3.04%           | \$50,000.00         | \$51,632.56         | 5/26/26             |
| Overall Interest Earned since 3/27/2025 on Mutured CD's |             |                          |                     |                     |                     |
|   |             |                          | Original Investment | Interest Earned     | Current Balance     |
| <b>Totals</b>   |             |                          | <b>\$150,000.00</b> | <b>\$4,892.57</b>   | <b>\$154,892.57</b> |

### Trust Funds

|                            | principal and income   |                        |
|----------------------------|------------------------|------------------------|
| CHWP New Construction      | \$ 381,191.90          | \$ 397,420.02          |
| CHWP Repair and Replace    | \$ 253,956.51          | \$ 263,153.58          |
| CHWP Source Development    | \$ 329,887.98          | \$ 339,373.08          |
| CHWP Standpipe Relining    | \$ 317,743.13          | \$ 329,766.90          |
| CHWP Water Storage         | \$ 280,847.04          | \$ 291,009.93          |
| <b>Total</b>               | <b>\$ 1,563,626.56</b> | <b>\$ 1,620,723.51</b> |
| unrealized losses or gains |                        | \$ 57,096.95           |

Motion by Ray Bonney and seconded by Jarrod Williams to accept the treasurers report as presented; all in favor.

Correspondence: The School Board is pursuing a bond for the first time in 26 years and requested that we complete an exhibit as part of the bond process. Chris consulted with BJ to determine whether we were required to comply, and BJ confirmed that it was acceptable to proceed. Chris then completed the form and had Linda, the Treasurer, sign it.

### Legal Correspondence:

- Manchester Manor – Agreement: Superintendent Chris will work with Attorney BJ and Manchester Manor over the next few months to develop a new agreement and establish updated policies moving forward. Nothing New to Report
- Granite Hill and Granite Heights – Agreement: An agreement is already in place for Granite Hills and is considered clear and concise. However, the Granite Heights agreement requires further attention. A document of understanding will be developed to clarify responsibilities for water valves and road maintenance in both Granite Hills and Granite Heights. This document will distinguish between public and private areas and will be recorded as an easement on all affected properties to ensure clarity and consistency in future maintenance. Superintendent Chris will draft a document identifying which valves fall under precinct responsibility,

accompanied by a map. This information will be incorporated into the recorded easement. Ongoing, and it maybe a few more months before it's completed. Nothing New to Report

#### Old Business:

- Superintendent Succession Plan – The Board was introduced to the individual who has accepted the Assistant Superintendent position, with the transition anticipated to take place on June 29th. The individual presented a overview of their professional background, encompassing their work experience in the water industry, areas of technical expertise, and pertinent certifications and licenses. The Board had the opportunity to ask questions and discuss the individual's knowledge and background. The discussion was informative and provided valuable insight into their qualifications and experience. Out of respect for the individual's current employment status, identifying details will remain confidential until a later date.
- Policy Reviews – Recovery Policy, we are still waiting for the final review of the cybersecurity policy from the Overwatch Foundation. The current Media Policy on file appears to originate from the Town Council, with no reference to CHWP or indication that it was ever formally adopted by the Board. Karen drafted a new Media Policy, which the Board reviewed and accepted. A designated spokesperson was not selected, and this will need to be addressed at the next meeting.

Motion by Jarrod Williams and seconded by Ray Bonney to accept the Media Policy as presented; all in favor. At next month's meeting, Chris will provide a signature page to attach to the policy that it was approved April 21, 2026

Karen will re-write the Fixed Asset Policy and send it out with the meeting minutes. The Board agreed that Karen will continue to re-write the policies and present them to the board for review.

- 2025 Audit – We are still waiting for the draft report. We should have it by next month's meeting.
- Water Main Break – Benton Road. Chris reached out to the homeowner whose driveway and property were damaged by the water main break to schedule a time to meet and develop a plan for restoring the yard. Following that, Chris will address the affected section of roadway that requires paving.

#### New Business: None

Superintendents Report – Included in the monthly package to Commissioners. Posted online and in the office.

Motion by Ray Bonney to accept the superintendents report as is and seconded by Joan McDonald all in favor and accepted as presented.

Housekeeping Rule, Indemnity Rule and Policy Approval – Motion made by Ray Bonney and seconded by Jarrod Williams all in favor.

With no other business to be conducted, a motion was made by Ray Bonney to adjourn and seconded by Jarrod Williams at 7:01 PM; all in favor.

The next meeting will be held on May 19, 2026, at 6:00 PM.

Respectfully submitted

Karen A. Nadeau  
Precinct Clerk

DRAFT



Central Hooksett Water Precinct Board of Water Commissioners Payables Manifest

April 16, 2026

The Attached invoices listed with printed checks numbered 23238-23253 in the total amount of \$8,110.14 was reviewed and approved by the Board of Commissioners on April 21, 2026.

  
Richard Bairam

  
Ray Bonney

  
Joan McDonald

  
Karen A. Nadeau

  
Jarrod Williams

  
Linda Bonney - Treasurer

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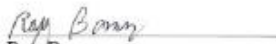


Central Hooksett Water Precinct Board of Water Commissioners Payables Manifest

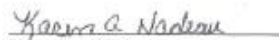
April 1, 2026

The Attached invoices listed with printed checks numbered 23225-23237 in the total amount of \$41,529.95 was reviewed and approved by the Board of Commissioners on April 21, 2026.

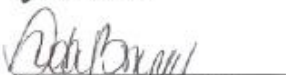
  
Richard Bairam

  
Ray Bonney

  
Joan McDonald

  
Karen A. Nadeau

  
Jerrod Williams

  
Linda Bonney - Treasurer

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