



Minutes of the June 16, 2026, monthly meeting of the commissioners of the CHWP.

Meeting was called to order at 5:59 PM by Chair Richard Bairam.

Pledge of Allegiance

Roll Call conducted by Chair Richard "Turk" Bairam

Present: Richard Bairam - Chair, 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 May 19, 2026, as presented: all in favor.

Public Comment: None

Treasurer Reports: May 1- 31, 2026

Business checking account:	\$815,375.73 (May Int. earned \$820.92)
Business Debit Card account	\$304.90 (May Int. earned \$0.49)
310 Londonderry Escrow 5/28/2025	\$10,083.62 (May Int. earned \$5.99)
Past Due Accounts 5/31/2026	\$52,710.42 (425 Accounts)
Open Balance Report 5/31/2026	\$57,786.83 (288 Accounts)
May 2026 Adjustments	\$7,425.80
Late Penalties Applied	\$3,955.00 (113 Accounts)

A/P Manifests were reviewed and approved by the commissioners for \$38,493.69 dated 6/4/2026, A/P Manifest for \$3,545.33 dated 6/15/2026.

Payroll manifest for payroll weeks 5/03/2026 thru 5/30/2026 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	4/23/26	90 DAY @ 3.18%	\$50,000.00	\$51,886.23	7/22/26
7848	5/26/26	90 DAY @ 3.19%	\$50,000.00	\$52,029.26	8/24/26
Overall Interest Earned since 3/27/2025 on Mutured CD's					
			 Original Investment	Interest Earned	Current Balance
		Totals	\$150,000.00	\$5,673.80	\$155,673.80

Trust Funds

Trust Fund Balances as of 05/31/2026	Fund Grand Total	Fund Market Total
	principal and income	
CHWP New Construction	\$ 385,549.01	\$ 408,268.30
CHWP Repair and Replace	\$ 256,187.21	\$ 270,361.98
CHWP Source Development	\$ 332,785.65	\$ 348,736.75
CHWP Standpipe Relining	\$ 320,534.12	\$ 338,785.85
CHWP Water Storage	\$ 283,313.94	\$ 298,981.59
Total	\$ 1,578,369.93	\$ 1,665,134.47
unrealized losses or gains		\$ 86,764.54

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

Correspondence: An email was received from Richard Caruso regarding a town-wide POW/MIA Flag Raising Ceremony to be held on June 26, 2026. Mr. Caruso and his wife, Trish, are donating POW/MIA flags to municipal facilities throughout Hooksett to promote awareness of missing American service members. Prior to Town Council approval, Chris responded on behalf of the Board, welcoming participation at the CHWP. The ceremony is scheduled to take place at the Precinct at 10:15 a.m. and will include a brief flag raising, the National Anthem, a moment of silence, and TAPS. The Town Council subsequently approved the town-wide event. The donated flags will be maintained and replaced as needed.

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:

- Alert Sign Up: Customer enrollment increased from 63 to 258 participants. Additional sign-ups continue to be received on a regular basis.
- Policy Reviews
 - Recovery Policy: We are still waiting for the final review of the cybersecurity policy from the Overwatch Foundation.
 - The Media Policy: The Board reviewed and accepted this policy on April 21, 2026. The Commissioners signatures were obtained that evening. A motion by Ray Bonney and seconded by Jarrod Williams to make Karen Nadeau the designated media spokesperson; all in favor.
 - Fixed Assets Policy: No revisions were suggested. The policy was signed by the Commissioners on May 9, 2026
 - Equipment Use Policy – Karen rewrote the policy and renamed it the Technology Acceptable Use Policy. The Commissioners had no edits or revisions and approved and signed the policy.

A motion by Ray Bonney and seconded by Jarrod Williams to accept the Fixed Asset and Technology Acceptable Use Policies; all in favor.
 - Indemnification Policy: Karen rewrote the policy and shared it with BJ for review. BJ requested that the word "only" be removed from the phrase, "Indemnification shall apply only when the individual". The original and revision approved by BJ will be sent to the Commissioners with the meeting minutes draft.
- 2025 Audit – We are still waiting for the draft report. Chris noted that the report was not received until June of last year. He reached out to the auditor's and was informed that the report is expected to be received by July.
- Manchester Water Works – Chlorine Conversion and Flushing: No complaints were reported. The target completion date is the end of June. Manchester Water Works will notify the Precinct when the conversion is complete, and the Precinct will notify customers accordingly.
- Standard Insurance – Short Term/Long Term Disability and Life Insurance (Town of Hooksett) The Board agreed to remain with the current provider at this time. Should circumstances change, comparable quotes have been obtained and are available as a backup.
- Health and Dental Insurance - Chris recommended maintaining the current health and dental insurance coverage until the State provides further guidance regarding proposed legislation affecting the risk pool insurance program. He noted that the Precinct will monitor any developments resulting from the House bills and evaluate its options as additional information becomes available.

- Benton Road/Kapa Court – Chris reported that he, Josh, and Fiddlers Farm Construction spent approximately two and a half days restoring the homeowner's yard with loam and seed following the water main break repair. The homeowner is satisfied with the restoration work. Some issues remain along the edges of the driveway. Chris asked the homeowner to continue driving over the area and will reevaluate it in the fall to determine whether additional repairs are needed. He also noted that Benton Road is scheduled to be reclaimed this year, which may address the section of roadway affected by the water main break.

New Business:

- Turk asked the Board to consider taking a month off during the summer. The Board discussed canceling the August 18, 2026, meeting and agreed that Commissioner stipends would remain unchanged. Jarrod noted that August is National Water Quality Month. A motion was made by Ray Bonney and seconded by Jarrod Williams to cancel the August 18, 2026, Board meeting. Motion passed unanimously.
- Granite Heights South – At present, there are no new developments to report.
- Ray inquired about the purchase of an additional truck for the Precinct. Chris stated that he plans to propose a warrant article to establish a capital reserve trust fund for future vehicle and equipment purchases. According to BJ, a truck could be purchased if sufficient funds are available within the budget; however, establishing a trust fund through a warrant article would provide a better mechanism for funding future truck and equipment purchases.

Superintendents Report – Included in the monthly package to Commissioners. Posted online and in the office. Two corrections to the Superintendent's Report. In Item #6, "easement dead" should read "easement deed." In Item #12, "a few issues on the basement" should read "a few issues with the base pavement."

Chris reported that he has established a formal inspection program, including inspection maps and a schedule for hydrants and gate valves. He noted that previous inspection efforts primarily focused on public hydrants and gate valves, with less emphasis on privately owned ones. The new inspection process will ensure that both public and private hydrants and gate valves are inspected on a rotating basis over time to verify they are functioning properly and to maintain system reliability.

Motion by Ray Bonney to accept the superintendents report as presented 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 Joan McDonald; all in favor.

With no other business to be conducted, a motion was made by Ray Bonney to adjourn and seconded by Joan McDonald at 7:30 PM; all in favor.

The next meeting will be held on July 21, 2026, at 6:00 PM.

Respectfully submitted

Karen A. Nadeau

Karen A. Nadeau
Precinct Clerk



Central Hooksett Water Precinct Board of Water Commissioners Payables Manifest

June 4, 2026

The Attached invoices listed with printed checks numbered 23272-23285 in the total amount of \$38,493.69 was reviewed and approved by the Board of Commissioners on June 16, 2026.

Richard Bairam
Richard Bairam

Ray Bonney
Ray Bonney

Jean McDonald
Jean McDonald

Karen A. Nadeau
Karen A. Nadeau

Arrod Williams
Arrod Williams

Linda Bonney
Linda Bonney - Treasurer

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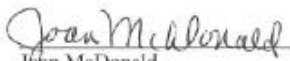
Central Hooksett Water Precinct Board of Water Commissioners Payables Manifest

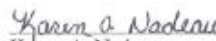
June 15, 2026

The Attached invoices listed with printed checks numbered 23276-23294 in the total amount of \$3,545.33 was reviewed and approved by the Board of Commissioners on June 16, 2026.

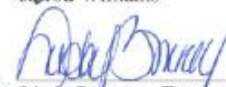

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