



Minutes of the July 16, 2024 monthly meeting of the commissioners of the CHWP.

Meeting was called to order at 6:00 by chair Richard Bairam

Roll Call conducted by Chair Richard "Turk" Bairam

Present: Richard Bairam, Ray Bonney, Joan McDonald, Mark Bourque, Karen Nadeau - Clerk, Chris Culberson – Superintendent, Denise Cumings - Compliance/Bookkeeper, Attorney BJ Branch

Excused: Linda Bonney-Treasurer

Motion by Ray Bonney and seconded by Joan McDonald to approve the meeting minutes of the June 18, 2024 meeting, all in favor, motion passed.

Treasurer Reports:

Business checking account	\$781,720.27
Business Debit Card account	\$638.35
Past Due Accounts	\$23,868.14 (101 accounts)
Open Balance Report	\$190,571.05 (1453 accounts)
2nd Quarter Meter Reading Usage	\$29,667,583 (Gallons)
2nd Quarter Net Billings	\$262,704.98 (Discount 424 accounts = \$1744.55)

A/P manifests were reviewed and approved by the commissioners for the amount of \$59,647.21 dated 7/10/2024.

Payroll manifests for payroll weeks 6/9/2024 thru 7/6/2024 were also reviewed and signed by the commissioners

Motion by Ray Bonney and seconded by Mark Bourque to accept the treasurers report as presented, all in favor.

Correspondence: Two conceptual plans have been provided to the Superintendent for review. One plan is for a coffee shop and a restaurant. The second plan is for a new multi-family development with over three hundred units. No further information has been provided at this time.

Legal Correspondence (Business) - None

Old Business:

- o Lead and Copper changes for 2023 and Grant – 99% completed. A meeting with the state is scheduled for August 1st to review all the data that has been compiled.
- o Oak Hill Tank Assessment Cleaning and inspection - Cleaning was completed on July 9th for the Oak Hill tank and the Cawley Middle School Underground Storage Tank. A formal report will be forthcoming. Cleaning is performed every 5 years. A small amount of sedimentation at the bottom of both tanks, which is normal, was cleaned.
- o North East Record Retentions Proposal – Document Shredding Friday July 19th. The shredding will take place offsite.

New Business:

- o 310 Londonderry Turnpike – An applicant was seeking a waiver from the Planning Board to add residential use in a Performance Zone. The CHWP Superintendent provided the applicant with a report detailing the required upgrades to bring the water pipes up to code for adding two apartments to the building. The Planning Board has denied the waiver request. No further action is required by CHWP.
- o Superintendent's Updated Schedule

Superintendents Report –

Motion by Ray Bonney to accept the superintendents report as is and seconded by Karen Nadeau 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 Mark Bourque and seconded by Ray Bonney to adjourn at 7:14 All in favor.

Next meeting is scheduled for August 20, 2024 - 6:00 P.M.

Respectfully Submitted

Karen Nadeau, Precinct Clerk