



Minutes of the June 18, 2024 monthly meeting of the commissioners of the CHWP.

Meeting was called to order at 6:31 by chair Richard Bairam

Roll Call conducted by Chair Richard "Turk" Bairam

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

Motion by Ray Bonney and seconded by Joan McDonald to approve the meeting minutes of the May 21, 2024 meeting, all in favor, motion passed.

Treasurer Reports:

Business checking account	\$651,422
Business Debit Card account	\$542.34
Past Due Accounts	\$34,271.50 (145 accounts)
Open Balance Report	\$41,993.65 (258 accounts)

A/P manifests were reviewed and approved by the commissioners for the amount of \$8,071.37 dated 6/7/2024, and A/P Manifest for \$3,673.01 dated 6/18/2024.

Payroll manifests for payroll weeks 5/12/2024 thru 6/8/2024 were also reviewed and signed by the commissioners

A resident residing at 57 Stirling Ave came forward requesting that their late fees be waived if they signed up for ACH. Discussion ensued regarding the waiving of late fees. The consensus was that, moving forward, late fees would not be waived.

Motion made by Ray Bonney to not waive late fees going forward. Seconded by Karen Nadeau, all in favor.

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

Correspondence

- o Carol Hardy letter from Superintendent
- o Department of Environmental Services - The Town Administrator received a letter from the DES regarding a privately owned redistribution system (PORS) on town-owned property where David R. Cawley Middle School is located. The school obtains its water from the Central Hooksett Water Precinct and is supplied by a booster pump station that is owned by the Hooksett School District. Based on this information, NHDES believes the water system to be a privately owned redistribution system. At this time, the matter is between the school department and the town. No response is required by CHWP.

Legal Correspondence (Business) – Department of Environmental. Covered under correspondence.

Old Business:

- o Lead and Copper changes for 2023 and Grant – amendment #1 Time Extension.
- o Oak Hill Tank Assessment Cleaning and inspection scheduled for July 17, 2024
- o KMS Actuaries Proposal – Findings from Audit. Other Post Employment Benefits (OPEB). The OPEB report is done by a third-party actuary to review any and all postemployment benefits. This will continue to show up on the audit as an adverse opinion. No action needs to be taken, and it will not have any impact on us in any business matters.
- o North East Record Retentions Proposal – Document Shredding
- o Sanitary Survey – May 21, 2024. No adverse comments.

New Business:

- o 2024 Consumer Confidence Report. This report contains all the water quality parameters from 2023 that must be reported to the public. The report has been completed, posted on the website, printed in the office, and will go out with the bills.
- o 2023 UCMR 5 -unregulated contaminates report. This has been completed and the results have been posted on the website.

Superintendents Report – Update on Park Place. Payment has been received and work will continue as scheduled for June 19th.

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 Mark Bourque, all in favor.

A suggestion was made to change the meeting time from 6:30 to 6:00 pm. All commissioners agreed to change the time starting with the July meeting. The new time will be posted on the website.

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 July 16, 2024 at 6:00 P.M.

Respectfully Submitted

Karen a Nadeau

Karen Nadeau, Precinct Clerk