



Minutes of the September 15, 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 - Chair, Linda Bonney – Treasurer, Ray Bonney, Joan McDonald, Karen Nadeau - Clerk, Attorney BJ Branch, Chris Culberson - Superintendent, Justin Hanscom – Assistant Superintendent, Jarrod Williams.

Excused: None

Motion by Jarrod Williams and seconded by Ray Bonney to approve the meeting minutes of July 15, 2026, as presented, all in favor with Jarrod Williams abstaining since he was not present at the July meeting. Motion passed.

Public Comment: None

Treasurer Reports: July thru end of August 2026

Business checking account:	\$881,587.84	(July Int. earned \$793.85) (August Int. earned \$891.90)
Business Debit Card account	\$941.81	(July Int. earned \$1.22) (August Int. earned \$1.15)
310 Londonderry Escrow 5/28/2025	\$10,101.42	(July Int. earned \$6.00) (August Int. earned \$6.00)
Past Due Accounts 8/31/2026	\$49,082.96	(383 Accounts)
Current Open Balance Report 8/31/2026	\$51,472.33	(257 Accounts)
July 2026 Adjustments	\$906.41	
August 2026 Adjustments	\$78,113.88	
1 st Round Irrigation Reading Usage 8/5/2026	11,566,789	(Gallons)
1 st Round Irrigation/Backflow Billings 8/8/2026	\$64,902.66	(205 Bills (99) include \$50 BF testing fee)
Late Penalties Applied	\$6,580.00	(188 Accounts)

A/P Manifests were reviewed and approved by the commissioners for \$59,836.91 dated 8/4/2026, A/P Manifest for \$13,671.00 dated 8/18/2026, A/P Manifest for \$50,517.99 dated 9/2/2026, A/P Manifest for \$2,769.52 dated 9/15/2026 and a Money Transfer \$1,000.00 dated 8/5/2026.

Payroll manifest for payroll weeks 7/12/2026 thru 8/29/2026 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	6/24/26	90 DAY @ 3.25%	\$50,000.00	\$52,163.98	9/22/26
7830	7/22/26	90 DAY @ 3.36%	\$50,000.00	\$52,294.21	10/20/26
7848	8/24/26	90 DAY @ 3.38%	\$50,000.00	\$52,439.64	11/23/26
Overall Interest Earned since 3/27/2025 on Mutured CD's					
			Original Investment	Interest Earned	Current Balance
		Totals	\$150,000.00	\$6,897.83	\$156,897.83

Trust Funds

Trust Fund Balances as of 08/31/2026	Fund Grand Total	Fund Market Total
	principal and income	
CHWP New Construction	\$ 389,023.40	\$ 399,382.78
CHWP Repair and Replace	\$ 258,495.85	\$ 264,904.08
CHWP Source Development	\$ 335,784.56	\$ 342,794.68
CHWP Standpipe Relining	\$ 323,422.63	\$ 331,727.64
CHWP Water Storage	\$ 285,867.04	\$ 292,949.09
Total	\$ 1,592,593.48	\$ 1,631,758.27
unrealized losses or gains		\$ 39,164.79

Chris stated that CHWP is currently at approximately 90% of its contracted agreement with Manchester Water Works, during the hottest month of the year and the period of highest irrigation demand in August.

New Business – Treasurer's Report

Linda asked about the status of transitioning the billing statements to the postcard format. Chris explained that he has been in discussions with Continental Utility Solutions, Inc. (CUSI) regarding the postcard format and was advised that other companies currently using the format have been experiencing issues. Chris stated that Mario, the CUSI representative, suggested using OSG, a third-party printing service that CUSI partners with for billing services. OSG would print and mail the bills and provide tracking services for each bill. Chris and Justin will conduct additional research and present their findings at the next meeting.

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

Correspondence: None

Legal Correspondence:

10 Water Works Drive • PO Box 16322 • Hooksett, NH 03106 • Phone: 603-624-0608 • Fax: 603-624-0814
Email: info@centralhooksettwater.org Website: www.centralhooksettwater.org

- 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:

- Policy Reviews
 - Recovery Policy (2011): IT Data Backup and Disaster Recovery Policy – Approve and Sign

A Motion by Jarrod Williams and seconded by Ray Bonney to accept the IT Data Backup and Disaster Recovery Policy; all in favor.

- Benton Road – Further updates part of superintendent report. Additional updates will come in the fall.
- Granite Heights South – Nothing new to report.

New Business:

- MSP with Computer Commuter - Managed IT Services Agreement: Chris presented the signed Managed IT Services Agreement with The Computer Commuter, LLC. The agreement provides managed IT, cybersecurity, backup, monitoring, and support services for an initial 36-month term at an estimated monthly cost of \$900. The Board reviewed the agreement.
- OSG – Third Party outside billing – Discussed under the treasurer's report.
- Administrative Staffing: Chris reported that Tam, the Administrative Assistant, will be retiring at the end of the year. Rather than filling the position, Chris and Justin proposed restructuring the administrative duties. Denise, currently serving as Compliance Administrator/Bookkeeper, will remain full-time, with part of her time continuing in her current role and part of her time assuming Tam's administrative duties. Denise accepted the position and will work with Tam on the additional training needed for the new responsibilities. Chris will take a more active role in certain functions to maintain appropriate separation of duties.

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

- Eagles Nest: Chris reported that the Precinct was contacted by a financial institution requesting copies of recent water billing statements for the property. Chris will provide information regarding the account and outstanding balance and requested documentation. The request appears to be related to financing for the property.
- 51 Thames Road: Update 9.15.2026 we have received a verbal that the Bacteria Test has Passed.
- Marmon Aerospace: Update 9.15.2026 The water main on the North Side of the addition has been Hydrostatically tested on 9.14.2026 and has passed. The water main has been chlorinated and soon will be flushed with a bacteria sample taken.
- Benton Road/Kapa Court: Chris is working with the owner for final restoration.

Motion by Ray Bonney to accept the superintendents report as updated, seconded by Jarrod Williams; all in favor.

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 Joan McDonald to adjourn and seconded by Jarrod Williams at 7:30 PM; all in favor.

The next meeting will be held on October 20, 2026, at 6:00 PM.

Respectfully submitted

Karen A. Nadeau
Precinct Clerk

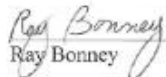


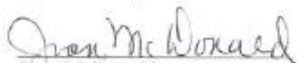
Central Hooksett Water Precinct Board of Water Commissioners Payables Manifest

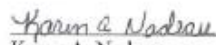
September 2, 2026

The Attached invoices listed with printed checks numbered 23343-23351 in the total amount of \$50,517.99 was reviewed and approved by the Board of Commissioners on September 15, 2026.


Richard Bairam


Ray Bonney


Joan McDonald


Karen A. Nadeau


Jarrod Williams


Linda Bonney - Treasurer

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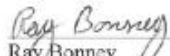


Central Hooksett Water Precinct Board of Water Commissioners Payables Manifest

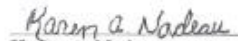
September 15, 2026

The Attached invoices listed with printed checks numbered 23352-23359 in the total amount of \$2,769.52 was reviewed and approved by the Board of Commissioners on September 15, 2026.


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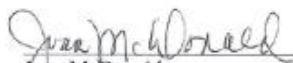
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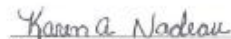
August 4, 2026

The Attached invoices listed with printed checks numbered 23320-23328 in the total amount of \$59,836.91 was reviewed and approved by the Board of Commissioners on September 15, 2026.

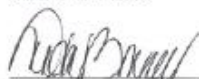

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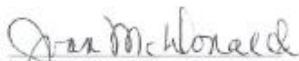
Central Hooksett Water Precinct Board of Water Commissioners Payables Manifest

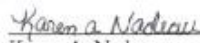
August 18, 2026

The Attached invoices listed with printed checks numbered 23329-23342 in the total amount of \$13,671.00 was reviewed and approved by the Board of Commissioners on September 15, 2026.


Richard Bairam


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