



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

Excused: Jarrod Williams

Motion by Ray Bonney and seconded by Joan McDonald to approve the meeting minutes of June 16, 2026, as presented: all in favor.

Public Comment: None

Treasurer Reports: June 1- 30, 2026

|                                       |                                          |
|---------------------------------------|------------------------------------------|
| Business checking account:            | \$763,278.49 (June Int. earned \$784.69) |
| Business Debit Card account           | \$2,454.89 (June Int. earned \$0.64)     |
| 310 Londonderry Escrow 5/28/2025      | \$10,089.42 (June Int. earned \$5.80)    |
| Past Due Accounts 6/30/2026           | \$41,650.68 (398 Accounts)               |
| Current Open Balance Report 6/30/2026 | \$249,891.05 (1747 Accounts)             |
| June 2026 Adjustments                 | \$272,956.91                             |
| Q2 Meter Reading Usage                | 27,655,593 (Gallons)                     |
| Q2 Net Billings                       | \$270,156.16                             |
| Q2 Senior Discounts                   | \$1580.08 (393 Accounts)                 |

A/P Manifests were reviewed and approved by the commissioners for \$69,748.06 dated 7/7/2026, A/P Manifest for \$1,574.68 dated 7/17/2026, Money Transfer \$2,500.00 dated 6/26/2026.

Payroll manifest for payroll weeks 5/31/2026 thru 7/11/2026 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                                                           | 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             |
| <b>Overall Interest Earned since 3/27/2025 on Mutured CD's</b> |             |                          |                     |                     |                     |
|                                                                |             |                          | Original Investment | Interest Earned     | Current Balance     |
|                                                                |             | <b>Totals</b>            | <b>\$150,000.00</b> | <b>\$6,079.47</b>   | <b>\$156,079.47</b> |

### Trust Funds

| Trust Fund Balances as of 06/30/2026 | Fund Grand Total       | Fund Market Total      |
|--------------------------------------|------------------------|------------------------|
|                                      | principal and income   |                        |
| CHWP New Construction                | \$ 386,776.61          | \$ 407,758.51          |
| CHWP Repair and Replace              | \$ 257,002.92          | \$ 270,023.23          |
| CHWP Source Development              | \$ 333,845.25          | \$ 348,296.72          |
| CHWP Standpipe Relining              | \$ 321,554.71          | \$ 338,362.02          |
| CHWP Water Storage                   | \$ 284,216.02          | \$ 298,606.97          |
| <b>Total</b>                         | <b>\$ 1,583,395.51</b> | <b>\$ 1,663,047.45</b> |
| unrealized losses or gains           |                        | \$ 79,651.94           |

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

#### Correspondence:

- Chris stated that this item was for informational purposes only. He stated that a gentleman came in this week with plans to construct a 28,000-square-foot building adjacent to the existing building; however, the plans were rejected at this time. Chris explained that there are a few reasons for the rejection, including the current moratorium on Route 3 following the recent paving project. He also stated that he does not want them to connect to the existing 10-inch AC (asbestos cement) water main beneath Route 3. Instead, the applicant's engineer will need to evaluate the feasibility of connecting to the 10-inch cast iron water main from the side road. No further action was taken at this time.
- Chris reported that, to streamline communication between the Water and Sewer Departments, a new written communication process has been implemented. The new directive was provided to the Sewer Department, and the Sewer Board acknowledged receipt and indicated that it would implement the new process.

#### 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:

- Policy Reviews
  - Recovery Policy (2011): The Precinct received its Cybersecurity Assessment through the Overwatch Foundation grant program administered by NHDES. Based on the assessment, the Precinct qualifies to receive grant-funded cybersecurity equipment and services, including three iPads, a dedicated SCADA computer, funding for a new firewall, and three years of support services from the original equipment manufacturers (OEMs). The grant also provides 36 months of hardware and software licensing, as well as full access to the Overwatch Helpdesk for the same duration. Recommend that we review the Recovery Policy once a year.
  - Indemnification Policy: Approved and signed
  - Cash Receipt Policy: Approved and signed
- 2025 Audit – Draft report completed. signature for MS 535 and Gov Letter. The draft audit for 2025 has been completed with only a couple of comments. The first comment related to Other Post Employment Benefits (OPEB). We discussed this last year and opted out not to have a fiduciary review on it because of the cost. This item will continue to appear on the audit as an adverse opinion; however, no action is required, and it will not impact any business matters. The other comment was on having a cybersecurity policy, which we already have done. The Chair and Treasurer signed the necessary documents.
- Manchester Water Works – Chlorine Conversion and Flushing: Complete with no issues.
- Standard Insurance – Short Term/Long Term Disability and Life Insurance - Harford Insurance new carrier.
- Benton Road – Further updates part of superintendent report. Additional updates will come in the fall.
- Granite Heights South – Nothing new to report.

New Business: None

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

- In response to a question regarding lead and copper sampling, Chris explained that, based on the size of the Precinct's water system, the New Hampshire Department of Environmental Services (NHDES) requires 20 lead and copper samples to be collected every three years. The required sampling locations are selected based on the age of the homes, with older homes being more likely to contain lead solder or plumbing materials that could contribute to elevated lead or copper levels. He explained that the purpose of the Lead and Copper Rule is to verify that the water treatment and corrosion control methods in place are effectively preventing lead and copper from leaching into drinking water. He further noted that while the Precinct does not control the plumbing materials within individual homes, it is responsible for treating the water in a manner that minimizes the potential for lead and copper to leach from customer-owned plumbing and protects the health of water users.

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.

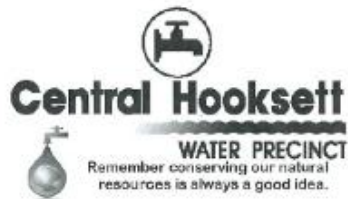
With no other business to be conducted, a motion was made by Ray Bonney to adjourn and seconded by Joan McDonald at 7:10 PM; all in favor.

The next meeting will be held on Sept 15, 2026, at 6:00 PM. (No Meeting in the month of August)

Respectfully submitted

*Karen A. Nadeau*

Karen A. Nadeau  
Precinct Clerk

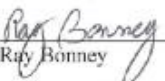


Central Hooksett Water Precinct Board of Water Commissioners Payables Manifest

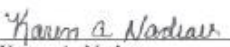
July 7, 2026

The Attached invoices listed with printed checks numbered 23295-23314 in the total amount of \$69,748.06 was reviewed and approved by the Board of Commissioners on July 21, 2026.

  
Richard Bairam

  
Ruy Bonney

  
Joan McDonald

  
Karen A. Nadeau

Jarrod Williams  
  
Linda Bonney - Treasurer

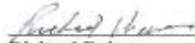
10 Water Works Drive • PO Box 16322 • Hooksett, NH 03106 • Phone: 603-624-0608 • Fax: 603-624-0814  
Email: [info@centralhooksettwater.org](mailto:info@centralhooksettwater.org)

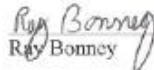


Central Hooksett Water Precinct Board of Water Commissioners Payables Manifest

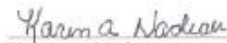
July 17, 2026

The Attached invoices listed with printed checks numbered 23315-23319 in the total amount of \$1,574.68 was reviewed and approved by the Board of Commissioners on July 21, 2026.

  
Richard Bairam

  
Ray Bonney

  
Joan McDonald

  
Karen A. Nadeau

Jarrold Williams  
  
Linda Bonney - Treasurer

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