



Hill Water Works – Commissioners Meeting

Meeting Minutes

* APPROVED *

July 08th, 2025

Regularly Scheduled Meeting – The regularly scheduled Water Commissioner's meeting was held in the Hill Public Library at 6:30 p.m. located at 30 Crescent Street Hill, NH 03243.

Board Members Present Charles Estes, Stephen Thomson and Anthony Cartier

Public Attendance – Harold Knott and Bill Machado

Audio recorder was started. – Stephen opened the meeting open at 6:30 p.m. Tony arrived a minute later.

Old Business-

- Harcros requests Proof of Coverage (P.O.C.) for Chemical deliveries. Stephen's motion passed to request the Selectmen request a letter from the insurance company.
- Charlie stated there were calls to the office in June and first week of July related to bills being higher than expected. The increase was due to high usage being properly billed. Stephen asked the cost for average "usage" per account over the base rate. Cost of usage on average is \$6 - \$8 per account, per monthly bill. 11,500 gal pools being filled. Meters working has dropped to 91%.
- Radio transmitter installation training was done with Charlie and Anthony. Some transmitters were installed. Installation is quite simple.
- Loan Forgiveness through the NH State Revolving Trust is down to 69% with applications on hold. Still need to submit supporting documentation for any loan requests. GRANTS on hold.
- Pump house updates were provided. Quotes and Communications were shared with the Commission. Charlie explained the comparisons between the Analog Probe, plus the digital interface. HWW upgraded to digital to implement a Supervisory Control and Data Acquisition ("S.C.A.D.A.") system in the near future. Charlie updated the Commission on PSI management structure.
- Charlie addressed meter readings for June. The working meter count is down to 91% system wide, down from 96% previously. 5 accounts are consistently over 10,000 gals per month. The metered usage will be watched.
- The Commission further discussed the NHMBB Loan. Charlie explained the issue of the warrant article not being the way the Town proceeded to obtain loan funds over the ensuing 5 to 6 years. Charlie contests that equitable value was never applied to the Water Works for the debit service repayment and value before depreciation. The LOANS obtained were taken out by the Town of Hill, not Hill Water

Works as stated by Lisa Seymour and Shaun Bresnahan. The equity exists in the system, but is not being appraised at value to the town. The bottom line is, it's no longer important about "What Happened" but "What Now?" HWW equitable value of the system should be calculated by someone who can provide a viable estimate of equitable value after depreciation. Repayment of the loan prevents the upgrades required by D.E.S. The Town needs to take back its loan and begin repayment of debt as a Town of Hill Loan. The three commissioners stated agreement with the sentiment that the Town owns the Loan, as written.

- The Water Works requires ownership transfer or management of the property and the building known as the Pump House. Shaun Bresnahan asserts this requires a Warrant Article at Town Meeting. Stephen suggested an intergovernmental agreement. Harold (public comment) suggested a lease in the interim that allows the Water Department be able to insure the property, building and contents. Charlie agrees the lease could be part of an intergovernmental agreement that could be approved by the Selectmen without having to wait for town meeting. Shaun reiterated disposition of Town property requires a vote of the legislative body – warrant article. Charlie to research requirements. Charlie states the issue can be researched between now and the July Selectman's meeting. Payment is due July 15th via electronic transfer. (Although the invoice pre-dates the payment due by 30 days.) The next commissioner's meeting is July 8th. The loan issue was tabled until after the Selectmen's meeting.

Approval of Previous Minutes – Charlie provided copies of minutes. Minutes were reviewed.

Stephen made a motion to accept the minutes as presented. Charlie seconded. Motion passed unanimously.

New Business –

- Pump Systems Update – Again! Dale met with Charlie. We are awaiting formal notification from PSI.
- Charlie reported funds paid out for the Pump House update was in excess of \$44,000 with over \$70,k still remaining in the water fund. All vendors have been paid.
- Inter-governmental agreement discussion arose again regarding Harcros.
- Issues with the new Hach Analyzer - 120 psi through the small line is unmetered water. We need to add a meter horn to include a meter. Re-agent for Chlorine Analyzer cost is offset by D.E.S. testing waiver.
- Dale Thayer is officially our D1/T1 Operator until his departure. Then it will shift back to John Benham who is D1/T1 Certified.
- Talk with Jaime at the HFD to have use of the Polaris side x side to take DES to the Tank. Trees on the Hill and screen mesh over the vent. Send tank inspection report to Randy Suazo at D.E.S.
- Liening issue arose regarding several accounts. Tampering with Water Service. Questions arose of violation of the zoning ordinance and the agents to enforce the zoning ordinance are the Selectmen. There are customers simply not paying their bills for months to years. Charlie to provide list of customers behind.
- The public hearing set for 07/15. The general bond of 2008 was signed for and was taken out by the town. The bond officer reviewing the 2007 warrant said the 2008 special meeting warrant needed to be amended. The loan could not be assigned by the town to the water department using the justification that a town vote at town meeting must be upheld by the Selectmen. The general obligation bond has to be taken out by the Town of Hill. The warrant need only state the intention without a warrant obligation. The co-mingling of funds is unlawful. DRA says funds from the water department transfer to the town is required to notify the budget committee, the town must hold a public hearing or the town needs to invoice Hill Water Works. There is no record of transfers or

invoices. The water department records don't show any transactions. The repayment is being improperly managed and recorded.

- Charlie provided Bill Machado and Harold with an explanation of the transfer of billing, the lack of reporting from Shelly, the lack of documentation and the water system computer being wiped clean. The audit has already begun for 2024 and Stephen was unaware. Shaun, Lisa, Tom Seymour and Rick are actively involved in "Scrubbing the books" in order for Lisa to get out of the office clean after years of incompetent bookkeeping. The discussion continued regarding budgeting and report of revenues during the budget reports and declarations made in the Town's Operating Budget and annual report. Charlie pointed out the amount of revenues the water department has been able to retain in earnings AFTER LOAN payments...where did the money go? Every year has been in excess \$120,000 revenues, loan payments were paid, monthly bills were covered and every year, there was never any money remaining in the water fund year over year. Stephen pointed out the level of resistance the commission has experienced since the 2023 takeover. Stephen asked is the general obligation bond was to include repayment of the State Revolving Trust. YES! The general obligation bond was to replace the Town's indebtedness from previous loans. There remains the question of devaluation of the old town and the effect, if any, on the loan processing. Charlie noted that Shaun, Rick and Shelly were all on the budget committee at the time and Shaun sits with a dirty look on his face and boldly asserts he has no knowledge of any of this. Stephen said "I believe we're all in agreeance" – All **board members confirmed their agreement**. Charlie again addressed the annual reports have no appropriation and no revenue offset for either the town revenues or water department. Every report from 2007 to 2024 neglects the revenues and does not report the improvement to the water system which increased the town valuation, offset by net indebtedness. NH RSA 33:. There was a lot of shady stuff that was done behind people's backs. The calculation of retained earnings has been run down.
- Bill Machado asked questions regarding billing, valuation and assessment of the system. Charlie explained the requirement to report equity and indebtedness. Charlie further explained value, equity and net valuation minus depreciation. None of which is reported or accounted for in the water system. Charlie said, this is why we want this public hearing, to get this information out to Hill residents. Bill Machado shared his experience regarding the Hill Fire Fighters association in agreement with his understanding of the discussion regarding the water department.
- Harold shared a link to a locking curb stop cover.

Having no other business – Charlie made a motion to adjourn. Stephen seconded. Motion passed unanimously, Tony closed the meeting at 8:00 p.m. The recording stopped.

Respectfully Submitted

Charles Estes
Superintendent / Water Commissioner