



## **Hill Water Works – Commissioners Meeting**

### **Meeting Minutes**

**\* Approved \***

**March 9th, 2026**

A Special Water Commissioner's Meeting was held in the Water Commissioners office at 6:30 p.m. located at 30 Crescent Street Hill, NH 03243. The regularly scheduled meeting of March 10th fell on Town elections day therefore the special meeting was scheduled for March 9th and was properly posted prior to the meeting.

**Board Members Present** Stephen Thomson and Anthony Cartier, Chairman and Charles Estes

### **Public Attendance - None**

Tony opened the meeting open at 6:30 p.m.

**Approval of Previous Minutes** – Copies of the previous minutes were provided. Stephen made a motion to accept the minutes as presented. Charlie seconded. Motion passed unanimously.

### **Old Business-**

- With a few modifications, the Board approved the updated Water Works Policy.
- The Commission will assign Property Liens for accounts 120+ days past due. Property will be Liened as A Municipal Public Utility lien pursuant to NH RSA 38:22 for upto 6 yrs. if recorded.
- The Commission needs to further discuss rates, Primex insurance and potential loans for future updates to the aging tank and system.

### **New Business –**

- The commissioners reviewed outstanding invoices and agreed to payment.
- The billing warrant was reviewed and signed.
- The Board reviewed bank statements. The water works remains in good financial status.
- The Commission discussed the annual MS 61. The report states the Water Works is balanced.
- The Board reviewed the documents requested for the 2024 audit. Still no response from Clukay & Vachon or Matt Murray regarding a meeting to discuss necessary adjustments.
- The Board reviewed the pump house monitoring procedure. Tony suggested setting a meeting with Laura in the spring to review her processes.
- Charlie has DES compliance deadlines in March for cyber security Emergency Response Plan, (“ERP”) and Water Rate Survey to complete.
- The Commissioners discussed DES’s and Josh's suggestion to switch to dry soda ash. The feeder tank would require a mixer unit to run off controls, a timer switch or continuously.
- Circle chart paper was delivered. Laura installed a new chart. The chart is not capturing pH readings.

- A ¾ Copper line with a shark bite compression fitting at the pump house is leaking. Laura reports a pH feeder Pump is faulty and chlorine and pH alarms remain disabled by Pump Systems. The auto dialer is still malfunctioning having been ignored by John Benham of PSI. Charlie to contact Josh Worthen from GSW to set up a site visit.
- Charlie will order a new pH pump if needed.
- Charlie to schedule a plumber to repair ¾ line as soon as curb stop is accessible.

Having no other business – Tony made a motion to adjourn. Stephen seconded. Motion passed unanimously  
Tony closed the meeting at approx. 7:50 p.m.

Respectfully Submitted

Charles Estes, Superintendent / Water Commissioner