

Haverhill Corner Precinct

Meeting Agenda

Meeting Date: January 16, 2018

Meeting Time: 7:00

1. Approve Agenda
2. Approve Prior Meeting Minutes
3. New Business
4. Old Business
  - a. Fire department pay
  - b. Tree removal
5. Other Business

## Haverhill Corner Precinct

### Meeting Minutes

Meeting Date: January 16, 2019

Meeting Time: 7:00

In attendance: Mike Lavoie, Albie Estes, Doug Dutile, Sarah Tucker, Richard Morris,

1. Approve Agenda: Motion to approve as presented by Doug Dutile. Second by Albie Estes. All in favor.
2. Approve Prior Motion to approve as presented by Doug Dutile. Second by Albie Estes. All in favor.
3. New Business
4. Old Business
  - a. Fire department pay: Chief Morris will be paid \$25.00 per hour, up to \$10,000.00 as approved by the fire department budget committee and match Woodsville and North Haverhill Chief pay.
  - b. Tree removal: Mike Lavoie brings up the ongoing concern of potential tree damage to the reservoir. Mr. Lavoie receive permission from one adjacent property owner to remove necessary tree limbs. Sarah will look into getting a tax map to see who else has properties that may have trees that pose a threat as well. We will also need to pursue a quote for removing set trees.
5. Other Business
  - a. The flag at the fire department is tattered – a new one needs to be purchased. The commissioners again request that a fire department employee be responsible for the raising and lowering of the flag at appropriate times.

Albie Estes motions to Adjourn Meeting at 7:42 second by Doug Dutile. All in Favor.

Haverhill Corner Precinct

Meeting Agenda

Meeting Date: February 20, 2019

Meeting Time: 7:00

1. Approve Agenda
2. Approve Prior Meeting Minutes
3. New Business
  - a. Water Site Report
  - b. Sign Audit 2019
  - c. Warrant 2019
4. Old Business
  - a. Fire department job Description
  - b. Tree removal – Property Map
5. Other Business

Haverhill Corner Precinct

Meeting Minutes

Meeting Date: February 20, 2019

Meeting Time: 7:00

Meeting Called to order at 7:03

In attendance Mike Lavoie, Albie Estes, Doug Dutile, Barb Dutile, Richard Morris, Mr. and Mrs. Tice

1. Approve Agenda: Doug Dutile motions to approve agenda as presented. Albie Estes seconds. All in favor
2. Approve Prior Meeting Minutes: Doug Dutile notes that 2018 is on the minutes, change to 2019. Doug Dutile approve with changes. Albie Estes second. All in favor.
3. New Business
  - a. Water Site Report: Commissioner review water site report. No errors were found. There MAY be new regulations coming soon that would require the precinct to obtain new equipment. All in all the water system did well, we will keep an eye out for any notice of new regulations.
  - b. Sign Audit 2019 – Commissioners sign audit report that had previously been viewed.
  - c. Warrant 2019 – Warrant for 2019 annual meeting reviewed.
4. Old Business
  - a. Fire department job Description – Commissioners review revised FD job descriptions, the commissioners will review further, may need to check RSA's regarding residency.
  - b. Tree removal – Property Map – Map reviewed in regards to land owners having any trees that may pose a threat to our water equipment.
5. Other Business
  - a. Peter and Sherri Tice have in interest in becoming planning board members, they have met with Ed Ballam and another planning board member. The commissioners will need to have a nomination from the planning board to approve.

Meeting adjourned at 7:34

Haverhill Corner Precinct

Meeting Agenda

Meeting Date: April 17, 2019

Meeting Time: 7:00

1. Approve Agenda
2. Approve Prior Meeting Minutes -February and Annual
3. Manifest Approval
4. New Business
  - a. Commons Request
  - b. 2019 Annual Meeting Discussion and Review
    - i. Deputy Treasurer
  - c. Fire Department Water Heater
  - d. Building Permit Request
  - e. Zoning Board Elections
  - f. Precinct Office Hours
5. Old Business
  - a. A/P Quickbooks
6. Other Business

Haverhill Corner Precinct

Meeting Minutes

Meeting Date: April 17, 2019

Meeting Time: 7:00

Meeting called to order at 7:00 PM

In attendance: Mike Lavoie, Albie Estes Doug Dutile, Barb Dutile, Sarah Tucker Ann Maccini. Public: Mike Adamkowski, Harvey Keyes, Mickey Patten, Anthony Smith, Robert Maccini, Rick Ladd, Paula Gillen, Tom Gillen, Brenda Brown, Dawn Lavoie, Kiesha Luce (non-resident), Mike Marshall, Barbara Marshall, Peter Tice, Jeanne Demers, Frank Demers, Janice Estes, Jaben Knapp, MaryEllen Kirkpatrick, James Wilcenski, Gail Bishop, Ed Ballam Dick Woodrif.

1. Approve Agenda: Doug Dutile motions to approve as presented. Albie Estes Seconds. All in favor.
2. Approve Prior Meeting Minutes -February and Annual
  - a. February: Doug Dutile motions to approve as presented. Albie Estes Seconds. All in favor.
  - b. Annual: Albie Estes motions to approve as presented. Doug Dutile Seconds. All in favor.
3. Manifest Approval: Commissioners approve manifest, clarify a few items with administrative assistant Sarah Tucker.
4. New Business
  - a. Commons Request: Mike Lavoie: Mike Aremburg has requested to use the commons for tee ball practice, no given dates yet, he will contact the office to ensure that any practice does not interfere with any commons events. Doug Dutile motions to allow tee ball team to use commons. Albie Estes seconds. All in favor.
  - b. 2019 Annual Meeting Discussion and Review
    - i. Doug Dutile reviews an error that occurred at the 2019 annual meeting in article one. Commissioner Albie Estes was voted into the 3 year seat, when it should have been Mike Lavoie's term that came to an end. The commissioners and clerk worked with the Secretary of State, William M. Gardner, to find the appropriate way to handle the error. Commissioner Dutile read a statement sent to the board to the public, as well as an email

confirming what steps should be taken following the meeting. The Secretary confirmed an email that read *“Will commissioners Mike Lavoie and Albion Estes hold their seats for the year of 2019, then both terms end at the 2020 annual meeting - Mr. Lavoie's seat being voted for the following 2 years and Mr. Estes seat voted for 3 years?”* with a response of: *“I agree and believe the steps you plan to take by electing two commissioners at next year's annual meeting for the terms you have described in your email will be appropriate.”*

Maryellen Kirkpatrick stated that she felt there was no open discussion at the meeting, no one took the time to verify the questions brought up regarding whose seat was open. Ed Ballam (moderator for 2019 annual meeting) noted that there was an error made, and a remedy has been given by the Secretary of State, he had also been in contact with the Attorney General's Office regarding an investigation. There was a challenge made, he (as moderator) sent it back to the public who voted the challenge down. Maryellen Kirkpatrick asked why there wouldn't be a new election. Ed Ballam responded that only the Secretary of State can make that decision.

Maryellen Kirkpatrick stated that the commissioners shouldn't have let it go by. Ed Ballam stated that Commissioner Lavoie ran uncontested. Mike Marshall states that the meeting should move on, no fraud happened at the meeting, but had concerns whether or not the seat was actually held by Mike Lavoie as his term ended at the annual meeting, should commissioner Lavoie be signing contracts and acting on behalf of the precinct. Mr. Marshall suggests that the board get confirmation from the Secretary of State to ensure that we are safe from an potential law suits that could come up. Maryellen Kirkpatrick states that the Clerk should be responsible for knowing whose term is up. Doug Dutile notes that this was an error of the board and they will take all steps to ensure that it does not happen again. Rick Ladd states that he has personally spoken with Secretary Gardner, as well as Dave Scanlan and received the same message that the letter read and email confirmed. Mike Lavoie's term concluded, if the Secretary of States instructs the

precinct to elect commissioners with a 2 and 3 year term at the next annual meeting, that's what the board should do. Keisha Luce (non-resident) states that there was discussion at the annual meeting on adding two seats to the board. Doug Dutile notes that this is the first time the board has met since the annual meeting, so no action has been taken yet. Ed Ballam reminds that the vote was advisory and the precinct commissioners an not make that decision on their own. Keisha Luce (non-resident) requests that a committee be formed to research further into changing the board from 3 to 5.

- ii. Deputy Treasurer: Barb Dutile requests that the commissioners appoint Todd Aldrich as Deputy Treasurer, a position that he has served in for the past many years. Albie Estes motions to appoint Todd Aldrich as Deputy Treasurer. Doug Dutile Seconds. All in favor. Mike Lavoie commends Barb Dutile and Todd Aldrich for all they have done for the precinct, saving the public a substantial amount of money by refinancing a loan.
- c. Fire Department Water Heater: Sarah Tucker states the Chief Richard Morris contacted the office. The Fire Department water heater needs to be replaced. The commissioners instruct the Administrative assistant to contact Boutin Plumbing and Heating to get a rough estimate on a cost, as well as recommendation on what kind of heater will best suit the Fire Department's needs in the future.
- d. Building Permit Request: Mr. and Mrs. Gillen have submitted a building permit request for a garage/shed to be build on their property. It would be an accessory building which requires a 30ft set back. Mr. Gillen asks if it would be possible to get a 10 foot setback. Commissioner Lavoie states that if they would like to alter the setback requirements, the zoning board will have to handle the request. Sarah Tucker will ensure that the zoning board and Gillens are in contact to move forward.
- e. Zoning Board Elections: Mr. Demers sent and email with election summaries for the zoning board. Mike Adamkowski's term has ended, Frank Demers recommends that he be re-appointed. Doug Dutile motions to reappoint Mike Adamkowski to the zoning board. Albie

Estes Seconds. All in favor. Mr. Adamkowskis term will be 3 years ending in April of 2022.

f. Precinct Office Hours

5. Old Business

- a. A/P Quickbooks: Sarah Tucker advises that the Quickbooks software the office is now using is not compatible with a payroll service at the end of the month and will need to purchase an upgraded version at the cost of roughly \$200.00.
- b. Mike Lavoie mentions that the previously discussed tree removal at the water reservoir site has been approved by abutting landowner, and a letter has been signed. Sarah Tucker will follow up with Clark Logging to get thing moving.

6. Other Business

- a. Ed Ballam requests that the Board appoint Peter and Sherri Tice to the planning board. Peter and Sherri joined the commissioners at the February meeting, however the board had not yet received a recommendation. The planning board met with the Tices and request both be appointed to the planning board, Commissioner Doug Dutile was at the planning board meeting when questioning took place. Albie Estes motions for Peter and Sherri Tice to be appointed to the planning board. Doug Dutile seconds. All in favor.
- b. Commons Maintenance- The fence on the commons may need to be cleaned. Check with Joel Beckley to see how much that may cost. Rick Ladd mentions that the prisoners have come down in the past to help with that and the selectboard paid for some. There is a new town manager, maybe bring this up when they come in to meet with us to check on what they can do. Mike Marshall asks if we can ask Joel Beckley to remove leaves off of the commons at the end of fall to ensure that the commons stays in pristine condition.
- c. Tony Smith from the HCFD speaks about the bathroom construction at the fire department. Questions the removal of the urinal. Commissioner Lavoie states that the bathroom construction was approved and any details were left up to Chief Morris.
- d. Jaben Knapp notes that there are now gaps in the tree line at the commons and questions what the commission plans to do about the now missing trees. Rick Ladd notes that Mrs. Betty Gray has donated the money for the upkeep of the trees. The board has no current plans

to replace trees and does not have any money in the budget this year to purchase and plant new ones. Doug Dutile mentions that the precinct could speak with the town regarding a plan. Maryellen Kirkpatrick questions the involvement of the town. Mike Lavoie replies that the Town owns the commons, the precinct maintains and has the control of who uses the property, refers to any traveling vendor such as a food truck.

Doug Dutile motions to enter into a non-public session with roll call, Mike Lavoie, Albie Estes, Doug Dutile. Albie Estes seconds at 8:07 PM.

Re-entered public session at 8:28 with roll call, Mike Lavoie, Albie Estes, Doug Dutile – no public present.

Mike Lavoie motions to adjourn meeting at 8:30 Albie Estes Seconds. All in favor.

Haverhill Corner Precinct

Meeting Agenda

Meeting Date: May 15, 2019

Meeting Time: 7:00

1. Approve Agenda
2. Approve Prior Meeting Minutes
3. Manifest Approval
4. New Business
  - a. Ex-Officio Zoning, Planning, Fire
  - b. Water billing
5. Old Business
  - a. Secretary of State
6. Other Business

Haverhill Corner Precinct

Meeting Minutes

Meeting Date: May 15, 2019

Meeting Time: 7:00

In attendance: Doug Dutile, Mike Lavoie, Albie Estes, Barb Dutile, Sarah Tucker  
Public: Janice Estes, Barb Marshall, Brenda Brown, Richard Morris, Dawn Lavoie

Meeting called to order at 7:01

1. Approve Agenda: Doug Dutile motions to approve agenda as presented. Albie Estes seconds. All in favor.
2. Approve Prior Meeting Minutes : Commissioners review April Minutes, 2 notes to correct. Albie Estes motions to approve as changed. Doug Dutile seconds. All in favor.
3. Manifest Approval: Manifest reviewed and signed.
4. New Business
  - a. Ex-Officio Zoning, Planning, Fire: Commissioners discuss ex-officio duties. Doug Dutile will serve on the planning board, Albie Estes will serve on the zoning board, Mike Lavoie will serve on the Fire Committee.
  - b. Water billing: Q1 water billing reviewed and discussed.
5. Old Business
  - a. Secretary of State: Update from Sarah Tucker on Secretary of State, we have not yet received a response from the Secretary, Sarah will continue to check in to ensure we get a response.
6. Other Business
  - a. The commissioners received a letter from the Zoning Board regarding a variance at the property abutting the Fire Department Property. The commissioners do not have any issues with the set back decreasing.
  - b. Board of Commissioners is sworn in for terms.
  - c. Chief Richard Morris updates commissioners on the Kitchen and Bathroom renovation being complete.
  - d. Mike Lavoie recognizes the Chief and Fire Department for efforts in the funeral service of a HCFD Fire Fighter. Barb Dutile recognizes the job well done by Shane Elethorpe and his efforts to keep the fire department and trucks clean.

- e. Trees on commons: Mike Lavoie spoke with Mike Clark – Mike will make a professional recommendation on plans to re plant trees, there are concerns with the power lines on the East side of the commons as well as the possibility of some residents not wanting more trees planted.
- f. Growing Board: The 2019 annual meeting brought up discussion of a 5 person board. The commissioners have not yet acted upon this however if it is something that is in the best interest of the Precinct, there will have to be a warrant article for 2020 annual meeting. Mike Lavoie mentions that it is hard enough to find three commissioners, it may be problematic to find 2 more. Doug Dutile reminds that there has not been any interest from public to run for any 1 seat that has come up at an annual meeting.
- g. Janice Estes requests that a time be set up for the new Town Manager come to a meeting. The commissioners agree and instruct Sarah to extend an invitation to the Town Manager to come to our June or July meeting.

Albie Estes motions to adjourn meeting at 8:00. Doug Dutile seconds. All in favor.

Haverhill Corner Precinct

Meeting Agenda

Meeting Date: June 19, 2019

Meeting Time: 7:00

1. Approve Agenda
2. Approve Prior Meeting Minutes
3. Manifest Approval
4. New Business
  - a. Welcome Haverhill Town Manager
  - b. Domain
  - c. Reservoir Visit
  - d. Boutin Quote
5. Old Business
  - a. Gillen Application (Tree Center FD)
  - b. Secretary of State Conformation Email
  - c. Flag
  - d. Ellsworth
  - e. Past Due Write Off
  - f. Water Accounts
6. Other Business

## Haverhill Corner Precinct

### Meeting Minutes

Meeting Date: June 19, 2019

Meeting Time: 7:00

In attendance: Mike Lavoie, Doug Dutile, Albie Estes, Barb Dutile, Sarah Tucker, Barb Marshal, Mr. and Mrs. Gillen, Janice Estes, Town Manager Brigitte Codling.

Meeting called to order @ 7:00 by Mike Lavoie

1. Approve Agenda: Doug Dutile motions to approve agenda as presented, Albie Estes seconds. All in favor.
2. Approve Prior Meeting Minutes : Doug Dutile motions to approve minutes as presented, Albie Estes seconds. All in favor.
3. Manifest Approval: Commissioners review and sign manifest.
4. New Business
  - a. Welcome Haverhill Town Manager
    - i. Mike Lavoie welcomes town manager, introductions of public and board members. Town Manager Codling reviews her background and bio highlights that she has experience with highway departments, notes that her main job is to guide the select board into making well informed decisions and keep them well informed on the status of all departments. Regarding the Town Highway Department Mrs. Codling states that she intends to work closely with DOT to ensure that problem areas are taken care of as soon as possible and done in a way that there is not an over taxing for residents. Commissioner Lavoie notes that the Precinct roads are in fairly good condition, the only problem areas that may need attention are Court Street which may be the most used aside from route 10 and in the most need of attention. Mr. Lavoie also notes a drainage issue in front of the church on the commons. Mrs. Codling states that drainage, ditches and culverts are going to be attended to and a new ditching program is in effect. The town is currently reviewing the Highway department to ensure personnel and equipment are adequate for the job needed to be done. The office is also looking into all town owned buildings' condition.

Town Manager Codling has noticed that the Town of Haverhill's 3 precincts operate separately and seem like 3 little towns, not one community and notes that communication is extremely important when you have Precincts.

b. Domain

- i. The office has had issue with the current email. We are running out of space and in order to avoid having to delete communications, we will need to change email. Sarah has obtained a domain of haverhillcornernh.com for \$12.00 per year and reviewed the GSuite program. The program costs \$12 per month and will give the precinct the availability to have separate email addresses for all departments, as well as have plenty of storage. Albie Estes motions to move forward with the domain and new email program and divide the expense throughout all 3 departments. Doug Dutile seconds. All in favor.

c. Reservoir Visit

- i. Commissioner Lavoie asks that the commissioners get together to review the conditions of the Precinct properties. Monday the 24<sup>th</sup> at 6:00 the commissioners will meet at the fire department to review buildings and take walk arounds at the properties.

d. Boutin Quote

- i. Dan Boutin gave a quote to install a water heater at the Fire Department. 1500 for 30 gallon electric, 2000 for tankless.

5. Old Business

- a. Gillen Application (Tree Center FD): Commissioners review building permit application after the Gillen's have received an approved variance from the zoning board. Commissioners sign application. Mr. Gillen noticed that there is a dead tree in the center of the Fire Department's driveway and offered to remove it.

b. Secretary of State Conformation Email

- i. Commissioners review the final conformation letter from the Secretary of State, confirming that All commissioners hold seats until next annual meeting. Commissioner Lavoie is sworn in. Albie Estes motions to vote Mike Lavoie as Chair of the Commission. Doug Dutile seconds. All in favor.

c. Flag



Haverhill Corner Precinct

Meeting Agenda

Meeting Date: July 17, 2019

Meeting Time: 7:00

1. Approve Agenda
2. Approve Prior Meeting Minutes
3. Manifest Approval
4. New Business
  - a. Commons request
  - b. Building permit
  - c. Billing overview
  - d. Audit recap
5. Old Business
  - a. Property walk through notes
  - b. Budget status (hand out)
6. Other Business

## Haverhill Corner Precinct

### Meeting Minutes

Meeting Date: July 17, 2019

Meeting Time: 7:00

In attendance: Mike Lavoie, Albie Estes, Doug Dutile, Barb Dutile, Richard Morris, Sarah Tucker

Meeting called to order at 7:00

1. Approve Agenda: Motion to approve agenda by Doug Dutile. Second by Albie Estes. All in favor.
2. Approve Prior Meeting Minutes : Motion to approve minutes as printed by Doug Dutile. Second by Albie Estes. All in favor.
3. Manifest Approval: manifest reviewed and signed
4. New Business
  - a. Commons request: Commissioners review commons request and approve.
  - b. Building permit: Commissioners review 2 building permits sent by the Town of Haverhill. The commissioners note that the first permit requestor has already built the deck in which the building permit would allow. The commissioners note that the permits need to be seen sooner in order to ensure that Zoning Ordinances are followed. Commissioners Estes and Dutile will look at the already built deck to ensure that set backs are met before signing the permit. The second permit of demolition of a property is reviewed. The commissioners state that the customer needs to be sent a copy of zoning regulations to make sure the property owner knows that there is a 2 year period after demolition that building would need to start by. Commissioners approve permit.
  - c. Billing overview: Commissioners review Q2 billing and sign off.
  - d. Audit recap: Auditors were here today, everything looks good so far. No major issues found. We will set up a procedure to have department heads write line item codes and sign off before payment.
5. Old Business
  - a. Property walk through notes: Unable to do a walk through last month. The commissioners plan to meet on July 24, 2019 at 6:00.
  - b. Budget status (hand out): Sarah hands out copy of budget to commissioners for review.
6. Other Business
  - a. Commissioners review a new proposal from J&A property for lawn care.
  - b. Commissioner Lavoie is speaking with Mike Clark to get a start on tree clean up at reservoir.

- c. Dan Boutin has replaced the furnace at the monitor building. He has been contacted by a road agent about a possible leak, he will stay in contact and keep commissioners posted.
- d. Mr. Gillen has cut down a dead tree in the center of the fire department driveway. The healthy trees currently located in the driveway are proving to be a nuisance as well. The trees limbs are scratching the sides of the fire trucks when they leave and enter the property. The commissioners agree to remove the trees to prevent damage to the equipment.
- e. Chief Morris has had a request from Mr. Conklin to burn one of the barns on his property. Chief Morris would like to use this as a training exercise for his men and surrounding towns. The commissioners request that Chief Morris speak with water system operator to ensure that there is not a negative impact on the precinct water system, as well as to receive a waiver from the property owner releasing the fire department from any liability. Chief Morris discussed the charge for this service, the commissioners state that that is up to him and other departments, and request that a portion of the donation go to the water department if hydrants are used.

Doug Dutile motions to adjourn at 8:45. Second by Albie Estes. All in favor.



# Eastern Analytical, Inc.

professional laboratory and drilling services

Alice Hodgdon  
Precinct of Haverhill Corner  
PO Box 11  
Haverhill, NH 03765  
Subject: Laboratory Report



Eastern Analytical, Inc. ID: 197556

Client Identification: Precinct of Haverhill Corner, Haverhill / PWS ID: 1101010 | DBP - Q3

Date Received: 7/9/2019

Dear Ms. Hodgdon :

Enclosed please find the laboratory report for the above identified project. All analyses were performed in accordance with our QA/QC Program. Unless otherwise stated, holding times, preservation techniques, container types, and sample conditions adhered to EPA Protocol. Samples which were collected by Eastern Analytical, Inc. (EAI) were collected in accordance with approved EPA procedures. Eastern Analytical, Inc. certifies that the enclosed test results meet all requirements of NELAP and other applicable state certifications. Please refer to our website at [www.eailabs.com](http://www.eailabs.com) for a copy of our NELAP certificate and accredited parameters. The following standard abbreviations and conventions apply to all EAI reports:

"< " "less than" followed by the reporting limit

Results for the following samples are found in this report:

Receipt Temperature/Iced: 2.1°C / Y

Lab ID	Sample ID	Date Rec'd	Date Sampled	Sample Matrix
197556.01	321 POST OFFICE	7/9/2019	7/9/2019	aqueous

*Samples adhered to EAI's Sample Acceptance Policy unless otherwise noted. Proper preservation was checked when applicable.*

*References include:*

*Standard Methods for Examination of Water and Wastewater : 20th Edition, 1998, 22nd Edition 2012*

*EPA 600/4-79-020, 1983*

Eastern Analytical Inc. maintains certification in the following states: Connecticut (PH-0492), Maine (NH005), Massachusetts (M-NH005), New Hampshire/NELAP (1012), Rhode Island (269) and Vermont (VT1012).

If you have any questions regarding the results contained within, please feel free to contact me or the chemist(s) who performed the testing. This report may not be reproduced except in full, without the the written approval of the laboratory.

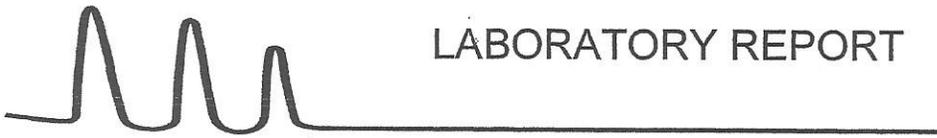
We appreciate this opportunity to be of service and look forward to your continued patronage.

Sincerely,

Lorraine Olashaw, Lab Director

7-23-19  
Date

3  
# of pages (excluding cover letter)



# LABORATORY REPORT

EAI ID#: 197556

Client: **Precinct of Haverhill Corner**

Client Designation: **Precinct of Haverhill Corner, Haverhill / PWS ID: 1101010 | DBP - Q3 2019**

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Sample ID: 321 POST OFFICE

Lab Sample ID: 197556.01  
Matrix: aqueous  
Date Sampled: 7/9/19  
Date Received: 7/9/19  
Units: ug/L  
Date of Analysis: 7/11/19  
Analyst: BAM  
Method: 524.2  
Dilution Factor: 1

Chloroform 2.4  
Bromodichloromethane 2.0  
Dibromochloromethane 1.1  
Bromoform < 0.5  
Total Trihalomethanes 5.5  
4-Bromofluorobenzene (surr) 95 %R  
1,2-Dichlorobenzene-d4 (surr) 96 %R



# LABORATORY REPORT

EAI ID#: 197556

Client: Precinct of Haverhill Corner

Client Designation: Precinct of Haverhill Corner, Haverhill / PWS ID: 1101010 | DBP - Q3 2019

Sample ID: 321 POST OFFICE

Lab Sample ID:	197556.01
Matrix:	aqueous
Date Sampled:	7/9/19
Date Received:	7/9/19
Units:	ug/L
Date of Extraction/Prep:	7/10/19
Date of Analysis:	7/10/19
Analyst:	AR
Method:	552.3
Dilution Factor:	1
Monochloroacetic Acid (MCAA)	< 2
Monobromoacetic Acid (MBAA)	< 1
Dichloroacetic Acid (DCAA)	< 1
Trichloroacetic Acid (TCAA)	< 1
Dibromoacetic Acid (DBAA)	< 1
Total Haloacetic Acids	< 6
2,3-Dibromopropanoic Acid (surr)	94 %R



Date/Time

Composites need start and stop dates/times

Matrix

Parameters and Sample Notes

Sample IDs

7-9-19  
7:30 am

aqueous  
Grab or Comp

AqTo/V524TTHM/EHAA5

# of containers

Sampler confirms ID and parameters are accurate

Circle preservative/s: HCL HNO<sub>3</sub> H<sub>2</sub>SO<sub>4</sub> NaOH MeOH Na<sub>2</sub>S<sub>2</sub>O<sub>3</sub> ICE

Dissolved Sample Field Filtered

Please ensure this auto COC is accurate, adheres to permit or sampling requirements for this sampling event, and modify as necessary.

Client (Pro Mgr) Alice Hodgdon

Customer Precinct of Haverhill Corner

Address PO Box 11

City Haverhill NH 03765

Phone 603-989-5655

Fax

Email/Address: commissioners@haverhillcornerpreci

PO No: Credit

Quote No:

QC deliverables

- A
- A+
- B
- B+
- C
- MA M

Eastern Analytical, Inc.

www.easternanalytical.com | 800.287.0525 | customerservice@easternanalytical.com

Sample Period  Q1  Q2  Q3  Q4

Sample Type  Routine  Repeat  Make up

Results Needed by: Preferred date \_\_\_\_\_

Notes about project: (i.e. Special Limits, Billing info if different...)

Compliance

Unless subcontracted, all analyses were performed by EAI under NHELAP Certificate 1012.

EAI Project ID 2737

Project Name Precinct of Haverhill Corner, Haverhill / PWS ID: 1401010 | DBP - Q3 2019

Town/City Haverhill

Temperature 8.1 °C

Sampler: Dan Barthelemy

Print

Signature

Relinquished by

7-9-19

Date/Time

State NH

Ice present Yes  No

Signature

Date/Time

7-9-19 8:17

Date/Time

Received by

Received by



# Eastern Analytical, Inc.

professional laboratory and drilling services

Alice Hodgdon  
Precinct of Haverhill Corner  
PO Box 11  
Haverhill, NH 03765  
Subject: Laboratory Report



Eastern Analytical, Inc. ID: 197558

Client Identification: Precinct of Haverhill Corner, Haverhill / PWS ID: 1101010 | Chemical

Date Received: 7/9/2019

Dear Ms. Hodgdon :

Enclosed please find the laboratory report for the above identified project. All analyses were performed in accordance with our QA/QC Program. Unless otherwise stated, holding times, preservation techniques, container types, and sample conditions adhered to EPA Protocol. Samples which were collected by Eastern Analytical, Inc. (EAI) were collected in accordance with approved EPA procedures. Eastern Analytical, Inc. certifies that the enclosed test results meet all requirements of NELAP and other applicable state certifications. Please refer to our website at [www.eailabs.com](http://www.eailabs.com) for a copy of our NELAP certificate and accredited parameters.

The following standard abbreviations and conventions apply to all EAI reports:

"< " "less than" followed by the reporting limit

Results for the following samples are found in this report:

Receipt Temperature/Iced: 1.1°C / Y

Lab ID	Sample ID	Date Rec'd	Date Sampled	Sample Matrix
197558.01	501 OVERFLOW AT RESERVOIRS/AF TRTMNT/BLD 001	7/9/2019	7/9/2019	aqueous

*Samples adhered to EAI's Sample Acceptance Policy unless otherwise noted. Proper preservation was checked when applicable.*

*References include:*

*Standard Methods for Examination of Water and Wastewater : 20th Edition, 1998, 22nd Edition 2012*

*EPA 600/4-79-020, 1983*

Eastern Analytical Inc. maintains certification in the following states: Connecticut (PH-0492), Maine (NH005), Massachusetts (M-NH005), New Hampshire/NELAP (1012), Rhode Island (269) and Vermont (VT1012).

If you have any questions regarding the results contained within, please feel free to contact me or the chemist(s) who performed the testing. This report may not be reproduced except in full, without the the written approval of the laboratory.

We appreciate this opportunity to be of service and look forward to your continued patronage.

Sincerely,

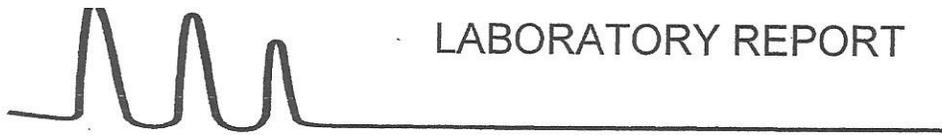
Lorraine Olashaw, Lab Director

7-24-19

Date

3

# of pages (excluding cover letter)



# LABORATORY REPORT

EAI ID#: 197558

Client: **Precinct of Haverhill Corner**

Client Designation: **Precinct of Haverhill Corner, Haverhill / PWS ID: 1101010 | Chemical Monitoring - Q3 2019**

Sample ID: 501 OVERFLOW AT  
RESERVOIRS/AF  
TRTMNT/BLD 001 2

Lab Sample ID: 197558.01

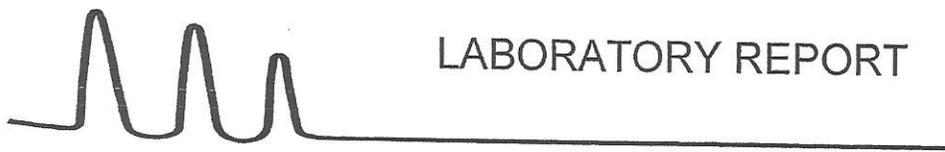
Matrix: aqueous

Date Sampled: 7/9/19

Date Received: 7/9/19

Fluoride < 0.1  
Sulfate 9.0  
Chloride 2.7  
Nitrate-N < 0.5  
Cyanide Free < 0.02  
pH 7.45

Units	Analysis		Method	Analyt
	Date	Time		
mg/L	07/22/19	15:50	300.0	KD
mg/L	07/18/19	4:31	300.0	KD
mg/L	07/10/19	14:16	4500CLE-11	KD
mg/L	07/10/19	14:16	353.2	KD
mg/L	07/15/19	10:44	OIA-1677-09	KD
SU	07/09/19	16:15	4500H+B-11	KL



# LABORATORY REPORT

EAI ID#: 197558

Client: **Precinct of Haverhill Corner**

Client Designation: **Precinct of Haverhill Corner, Haverhill / PWS ID: 1101010 | Chemical Monitoring - Q3 2019**

Sample ID: 501 OVERFLOW AT  
RESERVOIRS/AF  
TRTMNT/BLD 001 2

Lab Sample ID: 197558.01

Matrix: aqueous

Date Sampled: 7/9/19

Date Received: 7/9/19

		Analytical Matrix	Units	Date of Analysis	Method	Analyst
Antimony	< 0.001	AqTot	mg/L	7/11/19	200.8	HEH
Arsenic	<b>0.0036</b>	AqTot	mg/L	7/11/19	200.8	HEH
Barium	<b>0.0089</b>	AqTot	mg/L	7/11/19	200.8	HEH
Beryllium	< 0.001	AqTot	mg/L	7/11/19	200.8	HEH
Cadmium	< 0.001	AqTot	mg/L	7/11/19	200.8	HEH
Chromium	< 0.001	AqTot	mg/L	7/11/19	200.8	HEH
Copper	<b>0.0037</b>	AqTot	mg/L	7/11/19	200.8	HEH
Manganese	< 0.005	AqTot	mg/L	7/11/19	200.8	HEH
Mercury	< 0.0001	AqTot	mg/L	7/11/19	200.8	HEH
Nickel	< 0.001	AqTot	mg/L	7/11/19	200.8	HEH
Selenium	< 0.001	AqTot	mg/L	7/11/19	200.8	HEH
Thallium	< 0.001	AqTot	mg/L	7/11/19	200.8	HEH
Zinc	< 0.005	AqTot	mg/L	7/11/19	200.8	HEH
Iron	< 0.05	AqTot	mg/L	7/18/19	200.7	RJ
Sodium	<b>4.5</b>	AqTot	mg/L	7/18/19	200.7	RJ



Date/Time  
Composites need start  
and stop dates/times

Matrix

Parameters and Sample Notes

# of containers

Sample IDs  
501 OVERFLOW AT  
RESERVOIRS/AF  
TRTMNT/BLD 001 2

7-9-19  
7 am

aqueous  
Grab or Comp

Aq Tot/Cl/F/PH/SO4/CPMets. Sb. As. Ba. Be. Cd. Cr. Cu. Fe. Mn. Hg. Ni. Se. Na. TI. Zn/CyanFree/NO3

Sampler confirms ID and parameters are accurate

Circle preservative/s: HCL HNO<sub>3</sub> H<sub>2</sub>SO<sub>4</sub> NaOH MEOH Na<sub>2</sub>S<sub>2</sub>O<sub>3</sub> ICE

Disolved Sample Field Filtered

Please ensure this auto COC is accurate, adheres to permit or sampling requirements for this sampling event, and modify as necessary.

Client (Pro Mgr) Alice Hodgdon  
Customer Precinct of Haverhill Corner  
Address PO Box 11  
City Haverhill NH 03765  
Phone 603-989-5655 Fax  
Email/Address: commissioners@haverhillcornerpreci  
PO No: Credit Quote No:

Sample Period  Q1  Q2  Q3  Q4  
Sample Type  Routine  Repeat  Make up

Results Needed by: Preferred date  
Notes about project: (i.e. Special Limits, Billing info  
if different...)  
Compliance

EAI Project ID 2737  
Project Name Precinct of Haverhill Corner, Haverhill / PWS ID:  
1101010 | Chemical Monitoring - Q3 2019

Town/City Haverhill State NH  
Temperature 1.1 °C Ice present Yes  No   
Sampler: Dan Barlin Dan Barlin  
Print Signature

Relinquished by Dan Barlin Date/Time 7-9-19 8am 11:13 AM  
Received by [Signature] Date/Time 7-9-19 1:17 PM  
Relinquished by [Signature] Date/Time Received by [Signature]

3C deliverables  
 A  A+  B  B+  C  M/A M

Haverhill Corner Precinct

Meeting Agenda

Meeting Date: August 21, 2019

Meeting Time: 7:00

1. Approve Agenda
2. Approve Prior Meeting Minutes
3. Manifest Approval
4. New Business
  - a. Fullerton – 6 DCH
  - b. Planning Board Resignation
  - c. Meter Reader
5. Old Business
  - a. Property walk through notes
  - b. Budget 2020
6. Other Business

## Haverhill Corner Precinct

### Meeting Minutes

Meeting Date: August 21, 2019

Meeting Time: 7:00

In attendance: Mike Lavoie, Albie Estes, Doug Dutile, Barb Dutile, Richard Morris, Sarah Tucker, Joanna Bligh, Brenda Brown

Meeting called to order at 7:00

1. Approve Agenda: Motion to approve agenda by Doug Dutile. Second by Albie Estes. All in favor.
2. Approve Prior Meeting Minutes : Motion to approve minutes as printed by Doug Dutile. Second by Albie Estes. All in favor.
3. Manifest Approval: manifest reviewed and signed
4. New Business
  - a. Property Owner Janna Bligh: New resident wondering where water lines are on property. Mike Lavoie explained that the water lines are owned by resident and the precinct is able to mark out curb stops and will most likely be a straight line from curb stop to meter located on home. Mrs. Bligh requested more information on how the process would look to add water to another building on the property. The commissioners explained the process and went over charges that may occur in order to have new lines placed.
  - b. Fullerton – 6 DCH: Not Present
  - c. Planning Board Resignation: Clair Mead submitted resignation letter from the planning board as she will no longer reside in the Precinct. Doug Dutile motions to accept. Albie Estes seconds. All in favor.
  - d. Meter Reader: Chris Brine, the precinct water meter reader, has moved out of the area. The commissioners will need to hire another meter reader within the next week or so in order to ensure that the meters can be read in a timely manner for Q3 water billings. Albie Estes will reach out to prospective readers and start the search process.
5. Old Business
  - a. Property walk through notes: Walk through notes gone over from Precinct Property walk through. Need to find a camera for security systems. Sarah will research ability to have wireless at the monitor building.
  - b. Budget 2020
6. Other Business
  - a. Fire Department may need to pave driveway: Doug Dutile will look into obtaining estimates for the job. Brenda Brown notes that we will need to have a permit before starting the paving process.

- b. Removal of trees will occur down the precinct driveway. Goal is to have the trees removed as close to the ground as possible for easy mowing.
- c. Chief Morris notes that the FD has undergone a group CPR/AED training.
- d. DOT Requests: Doug Dutile will look into contacting agent regarding time paid for to Dan Boutin to mark out all requested points on road for maintenance work.

Doug Dutile motions to adjourn at 8:29. Second by Albie Estes. All in favor.

Haverhill Corner Precinct

Meeting Agenda

Meeting Date: September 18, 2019

Meeting Time: 7:00

1. Approve Agenda
2. Approve Prior Meeting Minutes
3. Manifest Approval
4. New Business
  - a. Fire Chief
  - b. Meter Reader Hire
  - c. Meter Reader Pay
  - d. Information on 5-person board
  - e. Orłowski
5. Old Business
  - a. Collections
  - b. Water Shed Security Camera
6. Other Business

prohibit a petitioner. After 6 months from annual meeting, there has been no further interest from public. All in favor.

- e. Orłowski: Sarah goes over Orłowski property. Lien on property. Doug will look into contacting seller/purchaser to see if we can collect.

#### 5. Old Business

- a. Collections: Sarah discusses collections as of the night.
- b. Water Shed Security Camera: Sarah shows commissioners best find on closed circuit security camera due to the fact that we are unable to get internet after speaking to phone company and Verizon. Doug also has met with Alarmco. Was given options and recommendations. Tasco representative will also come up to meet with Doug before next meeting.

#### 6. Other Business

- a. PVP addresses need to be labeled with 911 addresses. After commissioner Lavoie went to the park to read meters he noticed that there was no proper signage.
- b. Email from state regarding work done on main road. Doug Dutile will follow up again. Precinct has given information to DOT already regarding water lines on road way. Mike Lavoie makes a motion to send bill to NH DOT for Dan Boutin's work, with letter and CC to local representatives. The DOT asked for us to mark off shut offs for paving, got it done. Then was called again requesting the same information. Same water information same information would be given again. Paving hasn't been done, lines have been painted (information given to Mike Lavoie from state official). Doug Dutile would like to call Thomas Santos before sending a bill. Doug will follow up and come back with more information. Conditional upon what Doug finds out, Albie Estes seconds Mike Lavoie's motion. All in favor.

Motion to adjourn at 8:23 by Doug Dutile, second by Albie Estes. All in favor.

## Haverhill Corner Precinct

### Meeting Minutes

Meeting Date: September 18, 2019

Meeting Time: 7:00

1. Approve Agenda: Doug Dutile Motions to approve agenda. Albie Estes seconds. All in favor.
2. Approve Prior Meeting Minutes: Doug Dutile Motions to approve minutes. Albie Estes seconds. All in favor.
3. Manifest Approval: Manifest approved and signed
4. New Business
  - a. Fire Chief: Chief Morris updates commissioners on fire department, admin etc. Gear updates, chief Morris would like to purchase 3 sets of gear. The commissioners leave it up to Chief Morris to get a bill and stay within budget. Decline from potential barn burn property owner. Budget Quotes for paving the driveway. Quotes ranged from 108,000 to 136,693. Commissioners discuss potential options on spreading the job out over many years. Sarah discusses needs for office in order to have better efficiency.
  - b. Meter Reader Hire: Commissioners review applicants for meter reader hire. Only one candidate completed application and interview.
    - i. Commissioners go into non public session RSA 91-832B. At 7:17. Back in public session at 7:20 motion to seal minutes by Doug Dutile. Second by Albie Estes. All in favor.
  - c. Meter Reader Pay: Addressed in Non Public.
  - d. Information on 5-person board: Comments and request at annual meeting. Research has been done. See attached research documents. Spoke to Steve Buckley at NHMA after reviewing RSAs only 2 village districts that have gone to a five-person board. Excess of 15,000 residents. A long process, starting with a petition. Expensive (see RSA) Motion by Doug Dutile to not support going to a five-person board, due to extreme cost to tax payers and low number of voters. Albie Estes seconds. Petition would be made by commissioners as it would be a large expense to taxpayers, registered voter. An individual could petition on own expense. Nothing to



# Eastern Analytical, Inc.

professional laboratory and drilling services

Alice Hodgdon  
Precinct of Haverhill Corner  
PO Box 11  
Haverhill, NH 03765  
Subject: Laboratory Report



Eastern Analytical, Inc. ID: 200138

Client Identification: Precinct of Haverhill Corner, Haverhill / PWS ID: 1101010 | Bacteria -

Date Received: 9/9/2019

Dear Ms. Hodgdon :

Enclosed please find the laboratory report for the above identified project. All analyses were performed in accordance with our QA/QC Program. Unless otherwise stated, holding times, preservation techniques, container types, and sample conditions adhered to EPA Protocol. Samples which were collected by Eastern Analytical, Inc. (EAI) were collected in accordance with approved EPA procedures. Eastern Analytical, Inc. certifies that the enclosed test results meet all requirements of NELAP and other applicable state certifications. Please refer to our website at [www.eailabs.com](http://www.eailabs.com) for a copy of our NELAP certificate and accredited parameters.

The following standard abbreviations and conventions apply to all EAI reports:

"< " "less than" followed by the reporting limit

Results for the following samples are found in this report:

Receipt Temperature/Iced: 2.1°C / Y

Lab ID	Sample ID	Date Rec'd	Date Sampled	Sample Matrix
200138.01	006 POST OFFICE	9/9/2019	9/9/2019	aqueous

Samples adhered to EAI's Sample Acceptance Policy unless otherwise noted. Proper preservation was checked when applicable.

References include:

Standard Methods for Examination of Water and Wastewater : 20th Edition, 1998, 22nd Edition 2012

EPA 600/4-79-020, 1983

Eastern Analytical Inc. maintains certification in the following states: Connecticut (PH-0492), Maine (NH005), Massachusetts (M-NH005), New Hampshire/NELAP (1012), Rhode Island (269) and Vermont (VT1012).

If you have any questions regarding the results contained within, please feel free to contact me or the chemist(s) who performed the testing. This report may not be reproduced except in full, without the the written approval of the laboratory.

We appreciate this opportunity to be of service and look forward to your continued patronage.

Sincerely,

Lorraine Olashaw

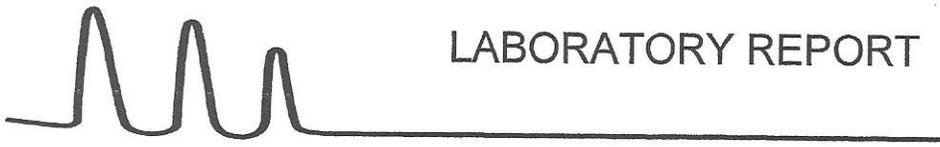
Lorraine Olashaw, Lab Director

9.13.19

Date

2

# of pages (excluding cover letter)



# LABORATORY REPORT

EAI ID#: 200138

Client: **Precinct of Haverhill Corner**

Client Designation: **Precinct of Haverhill Corner, Haverhill / PWS ID: 1101010 | Bacteria - Sept 2019**

Date Received: 9/9/19		Analyst: KD			Media: Colilert-18		
EAI SampleID #/ Sample ID	Date/Time Sampled	Parameter	Result	Units	Date/ Time Prepared	Date/Time Analyzed	Method
200138.01	9/9/19 7:45						
006 POST OFFICE		Total Coliform	Absent	P-A/100ml	9/9/19 14:55	9/10/19 11:10	9223B-04
006 POST OFFICE		E.coli	Absent	P-A/100ml	9/9/19 14:55	9/10/19 11:10	9223B-04



Drinking Water and Groundwater Bureau  
Analysis Request Form

BACTERIA Routines (Total Coliform Rule)

200138

PWS ID: 11010110

Compliance Sample Site(s) per Master Sampling Schedule

Questions: (603) 271-2513

System Name: PRECINCT OF HAVERHILL CORNER

PWS Town: HAVERHILL

Sample Type: Routine

Phone Number: 603-899-9880

I certify that all samples taken are from the site(s) listed below and all information provided on this form to the lab is valid.

Results for the Month of: Sept

Year: 2019

Are Sample(s) Chlorinated? Yes  No

\* For chlorinated samples please circle Free or Total. Default value will be Free.

Site ID	Sample Site Location	Date & Time Sample Collected	Free/Total Chlorine Residual (mg/L)*	Lab Sample ID	Date & Time Sample SETUP / PREPARED	Date & Time Sample READ / ANALYZED	Total Coliform Count / P. of A.	Fecal Coliform or E. coli / Cf / P. of A.	Method
006	POST OFFICE	9-9-19 7:45am	45						

Note: For systems collecting three additional routines, all samples must be collected from the distribution system and you must include at least one sample from the regularly scheduled site(s). Systems with fewer than three service connections may take multiple samples at the same site. According to DES records, this system CHLORINATES. Chlorine residual concentrations must be measured and recorded at the time of sample collection. If CHLORINATION is not in use, please contact DES DWGB to update the appropriate records by email DWGBInfo@des.nh.gov or by calling (603) 271-2513.

FOR LAB USE: Temp C (upon receipt): 2.1 On Ice?  N Batch ID (if different than sample ID prefix):

Relinquished by: Dan Burtin Received by: [Signature] List QUALIFIERS (if any):

Relinquished by: [Signature] Received at Lab by: [Signature] Date/Time: 9-9-19 8:00am

Lab Conducting Analysis: [Signature] Signature: [Signature] Date/Time: 9-9-19 13:51

Reporting Lab (if different): [Signature] Signature: [Signature] Lab Accred. ID: [Signature] Lab Accred. ID: [Signature] Date/Time: [Signature] Date/Time: [Signature]

Results must be reported to DES within 2 business days of analysis completion unless acute contaminants are present/exceeded which must be reported within 24 hours.

Haverhill Corner Precinct

Meeting Agenda

Meeting Date: October 23, 2019

Meeting Time: 7:00

1. Approve Agenda
2. Approve Prior Meeting Minutes
3. Manifest Approval
4. New Business
  - a. 535
  - b. Boutin Request on wells
  - c. Budget first draft
5. Old Business
  - a. Update on PVP
  - b. Update on DOT
  - c. Update on Security
6. Other Business

## Haverhill Corner Precinct

### Meeting Minutes

Meeting Date: October 23, 2019

Meeting Time: 7:00

In attendance: Mike Lavoie, Albie Estes, Doug Dutile, Barb Dutile, Sarah Tucker.

Meeting called to order at 7:00 PM

1. Approve Agenda: Doug Dutile motions to approve agenda as presented. Albie Estes seconds. All in favor.
2. Approve Prior Meeting Minutes : Doug Dutile motions to approve minutes as presented. Albie Estes seconds. All in favor.
3. Manifest Approval: Manifest signed by 3 commissioners.
4. New Business
  - a. MS535: Signed by commissioners. Discussion on timing of audit to ensure timely submission.
  - b. Boutin Request on wells: Dan Boutin, system operator sent an email to the commissioners with options for our well system. The commissioners discuss both options and take into account cost over many years. A motion is made by Doug Dutile to get necessary repairs based on Eastman Electric proposal. Albie Estes Seconds. All in favor. Commissioners also ask that Sarah email Dan Boutin to check on a photo sensor light for the monitor building.
  - c. Budget first draft: Sarah passes out first draft of the budget to commissioners for review.
5. Old Business
  - a. Update on PVP: Sarah has received email with Pleasant View Park Trailer 911 numbers. Will need to send notice to the residents to ensure all lots are properly marked.
  - b. Update on DOT: Doug Dutile spoke to Mr. Santos regarding the work the Precinct had done to mark out all water property along the road. Mr. Dutile also spoke with Scott Darrington to assist in the clarification of the issue. Mr. Dutile will continue his research in RSA's to see if the Precinct will be able to pass billing on for reimbursement of Boutin Plumbing expenses.

- c. Update on Security: Doug Dutile goes over quotes from security companies. Alarmco at \$5,595 and Tasco at \$6,000. The commissioners will need to decide how to move forward, we can not have a regular security system as the chemicals in the room will quickly deteriorate any common closed-circuit security system. May have to build a box outside to hold system.
6. Other Business  
Property in Ellsworth name shut off is not working. Customer wants to remove shop from line to avoid basic charge. Commissioners refer to regulations. C-8 displays that all customers who have access to water line will be billed basic charge.

Motion by Doug Dutile to adjourn meeting at 8:02 second by Albie Estes.  
All in favor.

Haverhill Corner Precinct

Meeting Agenda

Meeting Date: November 20, 2019

Meeting Time: 7:00

1. Approve Agenda
2. Approve Prior Meeting Minutes
3. Manifest Approval
4. New Business
  - a. 2020 Budget
5. Old Business
  - a. FD Stipend Pay
  - b. Generator Contract
  - c. Secretary of State Update
  - d. Town Manager Meeting Notes
6. Other Business

Haverhill Corner Precinct

Meeting Minutes

Meeting Date: November 20, 2019

Meeting Time: 7:00

Budget Hearing, In attendance: Barb Dutile, Doug Dutile, Mike Lavoie, Albie Estes, Richard Morris Josh Hutchins.

Meetin called to order at 7:01

1. Approve Agenda: Doug Dutile motions to approve agenda as presented. Albie Estes seconds. All in favor.
2. Approve Prior Meeting Minutes: Doug Dutile has notes on a couple of grammatical clarifications. Adding dollar sign and "MS" to 535. Motion to approve with corrections by Doug Dutile. Second by Albie Estes. All in favor.
3. Manifest Approval: Signed.

Budget Hearing 2020 Open at 7:12

4. New Business
  - a. 2020 Budget: Fire chief Richard Morris runs through HCFD budget. Fuel for heating has been locked in already, commissioners review on a year to year basis. Building Inspections are enforced by the Fire Department. All paper work that is completed needs to be copied and submitted to the Haverhill Corner office. All forms should be done and submitted to the Haverhill Town office for payment. Josh Hutchins will look into shots for the fire department and email Sarah. Need to find out how much and how many are needed. Stipends were briefly discussed. Fire Department officers need to keep track of what they are doing outside of firefighting to justify stipend pay.

Budget Hearing Closed at 8:12

5. Old Business
  - a. FD Stipend Pay: Commissioners discuss the lack of follow through from the Fire Department on job descriptions and requests of detailed work above and beyond fire fighting to go along with job descriptions for stipend pay.

- b. Generator Contract: Doug Dutile has contract from Yankee Generator. Met with them for 45 minutes. The generator has been OFF since January of 2019. The commissioners request that the fire department check on the generator at least every two weeks to ensure that it is functional. Motion by Doug Dutile to sign contract. Second by Albie Estes. All in favor.
  - c. Secretary of State Update: RSA 677 and 670 B the commissioners inquired to see if the precinct needed formal letters and requests to run for a commissioner's seat. Verified that the Precinct has not adopted any policy that would require residents to do so.
  - d. Town Manager Meeting Notes: Commissioners met with town manager or Haverhill. Recommended that the Precinct NOT spend \$160,000 on paving, however mentioned that shimming the bay door entrance would be a good investment. Doug Dutile will inquire for cost on that, and will be put in the budget for 2020.
6. Other Business
- a. Scott Eastman has completed work on wells. Dan will be able to start testing according to regulations immediately.
  - b. Buzzing from box in back for compressor, Scott Eastman has moved switch to eliminate that buzzing.
  - c. Albie Estes volunteers to ensure commons tree is taken care of and lit for the holiday season.

Motion to adjourn meeting at 8:55 by Doug Dutile. Albie Estes seconds. All in favor.

Haverhill Corner Precinct

Meeting Agenda

Meeting Date: December 18, 2019

Meeting Time: 7:00

1. Approve Agenda
2. Approve Prior Meeting Minutes
3. Manifest Approval
4. New Business
  - a. Fire Department
    - i. Stipend Discussion
    - ii. Job Descriptions Submitted
  - b. Mildred Page Assistance
  - c. Year End
5. Old Business
  - a. Update on pavement quotes
6. Other Business

Haverhill Corner Precinct

Meeting Minutes

Meeting Date: December 18, 2019

Meeting Time: 7:00

In attendance: Mike Lavoie, Albie Estes, Doug Dutile, Barb Dutile, Sarah Tucker, Richard Morris, Shane Stygles, Josh Hutchins, Johnathan Ballam, Ed Ballam, Keith Charpentier

1. Approve Agenda: Motion to approve agenda by Doug Dutile. Second by Albie Estes. All in favor.
2. Approve Prior Meeting Minutes: Doug Dutile motion to approve as written. Second by Albie Estes. All in favor.
3. Manifest Approval: Signed
4. New Business
  - a. Fire Department
    - i. Stipend Discussion: Board discussed pay based on last year. Forms handed out to Chief Morris and officers. Forms are for submission to the Precinct office weekly for any job duty above and beyond fire pay. This does not include fire fighting- or additional duties performed at the fire site. For example it may include meetings outside FD, paperwork etc. Fire Fighters present confirmed receiving forms. Commissioners field questions on difference between stipend and hourly pay. Commissioners clarify that these forms are justification for the stipends given. If requested to answer to the town or residents, the commissioners have documentation for what and why we pay the stipends.
    - ii. Job Descriptions Submitted: Commissioners address request for job descriptions in February of 2019. The descriptions submitted required further detail pertaining to the HCFD. A new set of job descriptions was submitted one week ago.
    - iii. After further discussion on stipends, commissioners and fire chief agree to pay same stipends as prior year. Motion by Albie Estes. Second by Doug Dutile. All in favor.
  - b. Mildred Page Assistance

- i. Commissioners discuss requesting assistance from the Mildred Page Fund to help with the Fire Department Roof project. Per Paragraph A Maintenance of a Public Building. Sarah will write a letter to be approved and submitted to the Selectboard. Doug Dutile motions to explore the Mildred Page Assistance for HCFD Roof. Albie Estes seconds. All in favor
  - c. Year End: Sarah briefs year end reports and what will be done before leaving.
- 5. Old Business
  - a. Update on pavement quotes: Quote: Put \$10,000.00 for Paving in fire department budget for shimming. Motion by Albie Estes. Second by Doug Dutile. All in favor.
- 6. Other Business
  - a. Commissioners will meet with fire Department on the 2<sup>nd</sup> Wednesday of February for more discussion at 7:00.
  - b. Thank you card signed and gift card for the Ladds for decorating the commons.
  - c. Light at monitor Building needs to be replaced.
  - d. Annual meeting will be held at the fire station this year. Lights should be converted to LED
  - e. Ed Ballam: will have a separate area for non-residents at annual meeting.

Meeting adjourned at 8:39pm



# Eastern Analytical, Inc.

professional laboratory and drilling services

Alice Hodgdon  
Precinct of Haverhill Corner  
PO Box 11  
Haverhill, NH 03765  
Subject: Laboratory Report



Eastern Analytical, Inc. ID: 204428

Client Identification: Precinct of Haverhill Corner, Haverhill / PWS ID: 1101010 | Bacteria -

Date Received: 12/9/2019

Dear Ms. Hodgdon :

Enclosed please find the laboratory report for the above identified project. All analyses were performed in accordance with our QA/QC Program. Unless otherwise stated, holding times, preservation techniques, container types, and sample conditions adhered to EPA Protocol. Samples which were collected by Eastern Analytical, Inc. (EAI) were collected in accordance with approved EPA procedures. Eastern Analytical, Inc. certifies that the enclosed test results meet all requirements of NELAP and other applicable state certifications. Please refer to our website at [www.eailabs.com](http://www.eailabs.com) for a copy of our NELAP certificate and accredited parameters.

The following standard abbreviations and conventions apply to all EAI reports:

"< " "less than" followed by the reporting limit

Results for the following samples are found in this report:

Receipt Temperature/Iced: 1.3°C / Y

Lab ID	Sample ID	Date Rec'd	Date Sampled	Sample Matrix
204428.01	006 POST OFFICE	12/9/2019	12/9/2019	aqueous

Samples adhered to EAI's Sample Acceptance Policy unless otherwise noted. Proper preservation was checked when applicable.

References include:

Standard Methods for Examination of Water and Wastewater : 20th Edition, 1998, 22nd Edition 2012

EPA 600/4-79-020, 1983

Eastern Analytical Inc. maintains certification in the following states: Connecticut (PH-0492), Maine (NH005), Massachusetts (M-NH005), New Hampshire/NELAP (1012), Rhode Island (269) and Vermont (VT1012).

If you have any questions regarding the results contained within, please feel free to contact me or the chemist(s) who performed the testing. This report may not be reproduced except in full, without the the written approval of the laboratory.

We appreciate this opportunity to be of service and look forward to your continued patronage.

Sincerely,

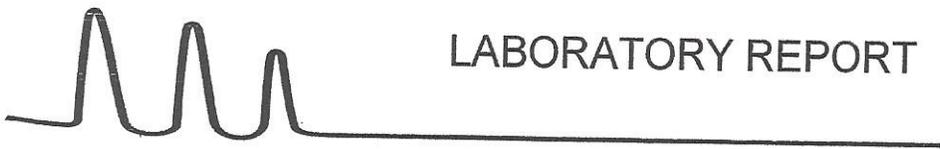
Lorraine Olashaw, Lab Director

12.13.19

Date

2

# of pages (excluding cover letter)



# LABORATORY REPORT

EAI ID#: 204428

Client: Precinct of Haverhill Corner

Client Designation: Precinct of Haverhill Corner, Haverhill / PWS ID: 1101010 | Bacteria - Dec 2019

Date Received: 12/9/19		Analyst: KD			Media: Colilert-18		
EAI SampleID #/ Sample ID	Date/Time Sampled	Parameter	Result	Units	Date/ Time Prepared	Date/Time Analyzed	Method
204428.01	12/9/19 7:45						
006 POST OFFICE		Total Coliform	Absent	P-A/100ml	12/9/19 14:25	12/10/19 11:10	9223B-04
006 POST OFFICE		E.coli	Absent	P-A/100ml	12/9/19 14:25	12/10/19 11:10	9223B-04





# Eastern Analytical, Inc.

professional laboratory and drilling services

Alice Hodgdon  
Precinct of Haverhill Corner  
PO Box 11  
Haverhill, NH 03765  
Subject: Laboratory Report



Eastern Analytical, Inc. ID: 201340

Client Identification: Precinct of Haverhill Corner, Haverhill / PWS ID: 1101010 | Bacteria -

Date Received: 10/7/2019

Dear Ms. Hodgdon :

Enclosed please find the laboratory report for the above identified project. All analyses were performed in accordance with our QA/QC Program. Unless otherwise stated, holding times, preservation techniques, container types, and sample conditions adhered to EPA Protocol. Samples which were collected by Eastern Analytical, Inc. (EAI) were collected in accordance with approved EPA procedures. Eastern Analytical, Inc. certifies that the enclosed test results meet all requirements of NELAP and other applicable state certifications. Please refer to our website at [www.eailabs.com](http://www.eailabs.com) for a copy of our NELAP certificate and accredited parameters. The following standard abbreviations and conventions apply to all EAI reports:

"< " "less than" followed by the reporting limit

Results for the following samples are found in this report:

Receipt Temperature/Iced: 2.9°C / Y

Lab ID	Sample ID	Date Rec'd	Date Sampled	Sample Matrix
201340.01	006 POST OFFICE	10/7/2019	10/7/2019	aqueous

Samples adhered to EAI's Sample Acceptance Policy unless otherwise noted. Proper preservation was checked when applicable. References include:

Standard Methods for Examination of Water and Wastewater : 20th Edition, 1998, 22nd Edition 2012  
EPA 600/4-79-020, 1983

Eastern Analytical Inc. maintains certification in the following states: Connecticut (PH-0492), Maine (NH005), Massachusetts (M-NH005), New Hampshire/NELAP (1012), Rhode Island (269) and Vermont (VT1012).

If you have any questions regarding the results contained within, please feel free to contact me or the chemist(s) who performed the testing. This report may not be reproduced except in full, without the the written approval of the laboratory.

We appreciate this opportunity to be of service and look forward to your continued patronage.

Sincerely,

Lorraine Olashaw, Lab Director

10.11.19  
Date

2  
# of pages (excluding cover letter)



# LABORATORY REPORT

EAI ID#: 201340

Client: Precinct of Haverhill Corner

Client Designation: Precinct of Haverhill Corner, Haverhill / PWS ID: 1101010 | Bacteria - Oct 2019

Date Received:	10/7/19	Analyst:	KD	Media:	Colilert-18		
EAI SampleID #/ Sample ID	Date/Time Sampled	Parameter	Result	Units	Date/ Time Prepared	Date/Time Analyzed	Method
201340.01	10/7/19 7:30						
006 POST OFFICE		Total Coliform	Absent	P-A/100ml	10/7/19 14:50	10/8/19 11:00	9223B-04
006 POST OFFICE		E.coli	Absent	P-A/100ml	10/7/19 14:50	10/8/19 11:00	9223B-04

