



# TOWN OF BOW

## Drinking Water Protection Committee

10 Grandview Road, Bow, New Hampshire 03304

(603) 223-3970 | [Bowdrinkingwater@bownh.gov](mailto:Bowdrinkingwater@bownh.gov) | [www.bownh.gov](http://www.bownh.gov)

### DRAFT MINUTES – April 6, 2020

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3 Meeting was held via Zoom meeting software on April 6, 2020 at 5:30 PM.

4 Attendees: Cindy Klevens (Chair), Wendy Waskin, Noel Gourley (Public Works), Dick Kraybill,  
5 Blake Hooper, Madhumita Chatterjee, Matt Taylor (Community Development) and Chris  
6 Culberson (WhiteWater Inc. representative). Alvina Snegach recorded the minutes. Also  
7 present was Bow resident Jordan Vachon, a prospective new member.  
8

9 1) **MINUTES** - Minutes for March meeting were reviewed and approved as presented after a  
10 unanimous vote following a motion by Mr. Gourley, seconded by Ms. Waskin.  
11

### 12 2) **TASKS FROM LAST MEETING**

#### 13 **Ms. Klevens**

14 - Submit letter to School Board about the Lead testing in schools – *Continued*. Ms. Klevens will have the  
15 letter ready for the May meeting to discuss.  
16

17 - Contact last daycare (Rockwood Acres on Clough Rd) to obtain their lead testing results – *Completed*.  
18 One water sample was collected and reported as ‘non-detect’ for the Daycare Kitchen.

19 - Distribute renewal application for Large Ground Water Withdrawal permit and confirm whether  
20 certified letters are again required for notification to abutters. – *Completed. See New Business.*

21 - Distribute updated SWP Activities updated table for discussion at the next meeting. – *Completed.*

22 Members discussed the updates relevant to the Town salt use policy, which, according to Mr. Gourley  
23 remained the same since 2015. Committee recommends that the policy be addressed on an annual basis.

24 Ms. Klevens noted that the triennial BMP inspections are due by October 2020 and how to proceed  
25 given the requirement for social distancing due to the Coronavirus Pandemic. This task will be  
26 reassessed in the coming months as WhiteWater staff are awaiting BMP training from NHDES.

27 - Check with the Bow Emergency Management Director for any information on water conservation or  
28 drought management already in the Town’s emergency plan - *continued*. Bow’s Emergency  
29 Management Plan is available online and Ms. Waskin\* will review what measures are included for  
30 Drought Management.  
31

#### 32 **Mr. Hooper**

33 - Contact NH Boy Scouts Troop 75 Master to coordinate and solicit their cooperation for advertising  
34 our next annual Private Well Testing event for June 2020 – *Completed*. Given the current public health  
35 crisis it is likely that the yard sale will be cancelled. Members discussed how to proceed with the  
36 testing event without placing residents at risk. Mr. Hooper\* will draft an advertisement for a drive-  
37 through pick up and drop off event (tentative dates are June 6th and June 7th respectively), and will  
38 reserve these dates with the Parks and Recreation department. The reservation must include the parking  
39 area and the Community Sign. Event announcements will be placed in the Bow Times, the Bow  
40 Community and Town Facebook pages, the Town Website, and the sign on the Community Building.  
41

#### 42 **Mr. Culberson**

43 - Submit a proposed testing schedule and costs for Sodium, Chloride and Conductivity monitoring for  
44 the Production Wells to the Town Manager for approval - *Continued*. Mr. Culberson noted that lab costs  
45 are similar between the lab WhiteWater uses and the State lab. He has not made an official proposal to  
46 the Town Manager but will prepare it after this meeting. Members discussed the desired frequency of  
47 testing as once a month for sodium and chloride, and weekly for conductivity for the production wells.

1 Mr. Kraybill recommended that sampling be performed in the future for the Observation wells also, to  
2 attempt to identify the direction and extent of the salt plume. Mr. Kraybill noted that only three  
3 observational wells have been sampled; however, there are at least 9 total wells according to the  
4 implementation plan.

5  
6 **Ms. Waskin**

7 - Review water conservation ordinances in other municipalities - *Continued*.

8  
9 **Ms. Vachon**

10 - Prepare the display board for use at Town Voting day – *Completed*. Members thanked Ms. Vachon for  
11 a job very well done.

12 - Submit Committee Volunteer application to Selectboard – *Completed*. Awaiting BOS approval.

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14 **3) NEW BUSINESS**

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16 **Source Water Protection Activities Table Update for 2020** – discussed above. Ms. Snegach\* will  
17 post the final table on the Town Website.

18  
19 **Large GW Withdrawal Permit Renewal Package due April 2020**

20 Members reviewed the draft application and associated documents. After a short discussion, Ms.  
21 Klevens asked everyone\* to submit their comments by the end of day Thursday (April 9<sup>th</sup>) so that she  
22 could finalize the application packet and send it to the Town Manager by Friday (April 10<sup>th</sup>).

23  
24 **Mr. Kraybill noted that he submitted his resignation effective May 1<sup>st</sup>, after 10 years of service on**  
25 **the Committee**. All members thanked him for his long service and invited him to continue to attend  
26 meetings as a member of the public, when possible. Mr. Kraybill's expertise and many contributions  
27 are highly valued by the Committee and he will be missed.

28  
29 **Next Meeting is Monday, May 4th, 2020, 5:30 pm. (via ZOOM videoconference)**

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31 Meeting adjourned at 6:30 PM