



The State of New Hampshire  
**WATER WELL BOARD**



Norman Harris, III, C.W.D. - P.I., *Pump Installer, Chair*  
Peter W. Caswell, C.W.D. - P.I., *Water Well Contractor*  
Kelly M. Dobrowolski, C.W.D. - P.I., *Water Well Contractor*  
Stephen Roy, P.G., *Staff (interim)*

Rene Pelletier, P.G., *Dept. of Environmental Services*  
David Hunt, C.W.D. - P.I., *Technical Driller*  
Shane Csiki, *NH State Geologist*  
H. Keith DuBois, *Public Member*

NH WATER WELL BOARD MINUTES

February 7, 2024

The New Hampshire Water Well Board (“the Board”) held a meeting on February 7, 2024 at 9:00 a.m. The meeting was held in Room 112 in the New Hampshire Department of Environmental Services (“NHDES”) office at 29 Hazen Drive, Concord, NH. Members of the public, if necessary, could participate in this meeting in person.

Present were: Chair: Norman Harris, III  
Board Members: Kelly Dobrowolski, H. Keith DuBois, Peter Caswell, David Hunt,  
Rene Pelletier, Shane Csiki  
Interim NHDES Staff: Stephen Roy

*Mr. Harris brought the Board meeting to order at 9:01 a.m.*

### **Meeting Minutes**

The Board reviewed the minutes for the December 2023 Board meeting. Mr. Hunt made a motion to accept the minutes as written. Mr. Caswell seconded this motion. The Board voted to accept the minutes. Mr. Pelletier and Mr. Csiki abstained, as they were absent from that meeting.

Mr. Harris made a request of the Board to move the waiver requests under New Business to be first in the agenda. The Board concurred.

### **New Business**

#### *Casing length waiver request from Forest Pump & Filter Co. LLC*

Forest Pump & Filter Co. LLC requested a waiver for a septic field encroachment on the 75-foot private well setback without the minimum casing length for a property on Allagash Road in Wakefield. Mr. Jay Levesque was present to address issues for Forest Pump. The Board had a discussion with the owner and contractor to determine the location of the septic tank, line and raised bed. Mr. Levesque described that Forest Pump had the site plan in hand with the owner to originally locate the well location stake, prior to clearing of the lot, and, once the lot was cleared, the stake was moved. Mr. Harris and Mr. Hunt discussed the fact that the location of landscaped trees precluded the installation at the original location. Mr. Hunt stated that his concern is to ensure that the issue with limited casing and reduced setback issue is conveyed to the next owner. Mr. Pelletier stated that the method to ensure this is conveyed is to attach the setback reduction form to the property deed. The Board had a discussion with the owner and contractor about the property grade. The owner stated that no water quality sampling has yet to be done on the well but

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plans to be completed. The owner noted that the construction is completed and needs this issue resolved before moving in. Mr. Harris stated that the Board will have further conversation on the matter and have a decision by the end of the meeting.

The Board discussed the waiver request later in the meeting. Mr. Harris stated that, although all parties are in agreement about what should happen on the property, by rule, the well should move. The Board members discussed the sequence of site activities that led to the reduction in setback, and what measure should be put in place to address the issue for the long term. Mr. Pelletier made a motion to approve the waiver under condition that the Board receives a copy of the amended deed that shows that the setback reduction form is recorded with the deed. Mr. Hunt seconded the motion. All Board members voted in favor.

*Casing installation waiver request for closed loop geothermal well from Skillings & Sons*

Skillings and Sons requested a waiver for casing for a closed loop, fully grouted geothermal well in Sandown. Mr. Harris stated that he believes there is no problem with issuing this waiver because the well is fully grouted. Mr. Hunt and Mr. Pelletier asked what type of well is on the property, how large the property is and if the property has other location options for a water well if it were to fail in the future. Ms. Dobrowolski stated that she found the property online, and it is a 0.22 acre lot on Angle Pond in Sandown. Mr. Hunt and Ms. Dobrowolski stated that they don't have a problem issuing the waiver. Mr. Pelletier made a motion to approve the waiver request with the condition that, in the future, if the shallow well on site needs to be replaced, then a new well has to meet all construction standards and setbacks. The motion was seconded by Mr. Hunt. All Board members voted in favor.

**New License Applications**

Mr. Hunt made a motion to go to a non-public session. Mr. Harris seconded the motion. Mr. Harris made a motion to amend the first motion for Mr. Roy to remain during the non-public session. Mr. Hunt seconded the motion. All Board members voted in favor of the first amended motion. All Board members voted in favor via voice vote to move into non-public session at 9:32 a.m.

Mr. Pelletier made a motion to come out of non-public session. Mr. Dubois seconded the motion. All Board members voted in favor, via voice vote, to move out of non-public session at 9:58 a.m.

The Board reviewed the water well contractor application of Mr. Corey J. Wragg. Mr. Hunt made a motion to accept the application to allow Mr. Wragg to sit for the test. Mr. Caswell seconded the motion. All Board members voted in favor of the motion. Mr. Roy stated that Mr. Wragg also requested to re-take the domestic pump installer license exam that he did not pass on the first attempt in 2020.

The Board reviewed the water well contractor application of Mr. Nathan Hastings. Mr. Hunt made a motion to accept the application to allow Mr. Hastings to sit for the test. Mr. Pelletier seconded the motion. The Board discussed Mr. Hastings' work history as presented in the application. All Board members voted in favor of the motion.

**Enforcement Report**

NHDES staff had no enforcement report.

**Old Business***Summary of rule setback items in WWB Rules We 100 – 1000*

Mr. Roy provided the Board members a copy of the WWB code book with highlighted sections related to setback allowances in the rule. Mr. Roy described that the former standard release form that was put in place by the subsurface (septic) bureau no longer exists due to a law passed in 2023. The Setback Reduction Form that is owned by the Board still exists and, in some instances, is required to be attached to the well construction record and submitted. The Board discussed the setback reduction form and rules, in general, and the range of recollection and interpretation of setback form submittal obligations. Mr. Pelletier stated that the land resources management group (subsurface) is in a rule rewriting process right now and suggests that the Board wait on any edits at this time until the land resources management group completes its rule update. Mr. Harris stated that many of these issues come to light upon real estate sale or transfer. Mr. Hunt asked if Onestop can be modified to show if a well has setback issues. Mr. Roy stated that much effort would be needed to modify Onestop. Mr. Pelletier stated that all subsurface plans are being loaded onto Onestop. Mr. Harris stated that plan issues would not apply to existing lots. Mr. Pelletier made a motion to wait until the current re-write of the subsurface rule occurs and coordinate a discussion with that group at that time to frame any future proposed changes to Water Well Board rules. Mr. Dubois seconded the motion. All Board members voted in favor of the motion.

Mr. Roy stated that, per the water well rules, no setback reduction to a septic system is allowed on non-developed lots that do not have a previously approved septic plan, per We 602.15.

At 10:57 a.m., Mr. Csiki made a motion to adjourn the meeting, and Mr. Caswell seconded the motion. The Board passed the motion unanimously.



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Rene Pelletier, Water Well Board Secretary