

**Hooksett Sewer Commission**  
**June 5, 2012**  
**Minutes**

The meeting was called to order at 12:00 PM. Present were Chairman Sidney Baines, Commissioner Frank Kotowski, Commissioner Roger Bergeron, Superintendent Bruce Kudrick and Bethany Hague.

**APPROVE & SIGN MINUTES FROM MAY 1, 2012 AND CONFERENCE CALL MINUTES FROM 5/2/12, 5/9/12, 5/16/12, 5/23/12, 5/30/12**

Commissioner Bergeron made a motion to accept the May 1, 2012 as read. Chairman Baines seconded. Commissioner Kotowski abstained. All in favor, motion carried unanimously. Commissioner Bergeron made a motion to accept the conference calls minutes as read. Chairman Baines seconded. All in favor, motion carried unanimously.

**APPROVED AND SIGNED MANIFESTS**

**READ CORRESPONDENCE**

**FINANCIAL REPORT** – Guy Beloin – Mr. Beloin submitted his report to commissioners that included the cash balances for the period ending April 30, 2012 and balances for the PDIP accounts, which include \$290,000 in SDF fees. The interest on all the accounts is very minimal. He also included the expansion summary report for the Commissioners to review.

The first payment on the SRF #2 is due by the end of June 2012. Chairman Baines asked if by paying this payment, the Wastewater Commission is acknowledging that the construction has reached substantial completion. He asked because he does not want Penta using this payment as proof of substantial completion and asking for its retainage monies. Mr. Beloin will contact the state regarding this matter and will get back to the Commission. Mr. Beloin submitted a letter for the Commissioner's to review asking the state for an extension date of substantial completion to September, but of course no one is sure that the state will accept it. Mr. Beloin did state that the loan payment should be paid regardless, as to not jeopardize any grant money or be thought of as in default.

Mr. Beloin also showed the commissioners the type of repayment plan that he would like to use for SRF#2. It has a straight line principal payment, which will reduce the interest quicker than other types of payment. Commissioner Bergeron made a motion to use the straight line payment plan. Commissioner Kotowski seconded. All in favor, motion carried unanimously.

Mr. Beloin also asked that the Commissioners to approve a transfer of \$125,000 to be taken from the reserve account and put into the Sewer Checking account. This would be a "bridge loan" and would be paid back from the checking account after the July bills are sent out. Commissioner Bergeron made a motion to approve the transfer, Commissioner Kotowski seconded. All in favor, motion carried unanimously.

## **SUPERINTENDENT'S REPORT**

**GOLDEN GATE** – Supt. Kudrick informed the board that the control panel at the Golden Gate Pump Station has failed. It is too old to get parts for, and a new one will have to be ordered. The estimated cost for the panel is \$7800.

**GENERATOR SYSTEM FOR OFFICE** – Supt. Kudrick has gotten a couple of quotes for installing a stand by generator at the office. Both are between 10 – 12,000 dollars. To have the building wired for a portable generator could cost up to \$4000 due to the length of the electrical cord needed. Chairman Baines stated that at this time there is just not the money for something that is not needed urgently, and told Supt. Kudrick to put it on his future wish list.

**1292 HOOKSETT RD** – Supt. Kudrick told the Board that he has been contacted by a developer who would like to put in a restaurant at the Hooksett Landing Shopping Center. The amount of seats could be between 180 to 225. The owner of the facility has contacted the Superintendent about the need for a grease trap. They would like to piggy back onto the one used for USA Subs because they had put a larger trap than was needed for that facility. Supt. Kudrick told them that the restaurant would need its own trap, as it would need a much larger one than the one that is there now. By his estimates, a restaurant of that size would need one between 3000-4500 gallons. The one at USA subs is only 1500.

**BAR RACK** – All the parts have been received for the rack. Parkson has been notified and the will be getting back in touch with Supt. Kudrick regarding when the installers will be on site. Supt. Kudrick also told the Commission that when the racks are installed, to counteract any material getting into the system, temporary racks made of hardware cloth will have to be used. This will require two employees to monitor the process at all times and clean the racks when they get clogged up-. He wanted to give a heads up that overtime will be required.

**K-MART PUMP STATION** – The station needs the soft starts in order to work properly. However, the soft starts that are needed are a non-typical size of 208 power, and because of their odd power type, the cost for them could be up to \$18,000. The state has orally balked about paying for these soft starts, even though their project is the reason they are needed.

**WATER METERS AT PLANT** – Village Water has replaced two meters at the plant. They are the two that the Sewer Commission believed Village water was giving the wrong readings for.

## **SCHEDULED APPOINTMENTS**

**SOUTHERN NH UNIVERSITY DORM** – *Jeff Kevan, TF Moran* – Mr. Kevan came to the Commission to discuss a proposed 308 bed dormitory. Half will be standard rooms with community facilities, half will be rooms with their bathrooms. Mr. Kevan told the Board that he will be going before the planning board on June 19<sup>th</sup>, and would hope to start construction and have the dorm ready for the fall of 2013. Currently the estimated usage for the project is being estimated at 80 gallons/per day per student, which sounded reasonable to Supt. Kudrick. Mr. Kevan will get the exact numbers in regards to beds and usage, and will get the information to the Commission as well as the SDF fees and escrow.

## **NON-PUBLIC SESSION**

The Commissioners did not go into non-public session.

## **OLD BUSINESS**

There was no old business.

## **NEW BUSINESS**

There was no new business.

## **PUBLIC INPUT**

There was no public input.

## **ADJOURNMENT**

Commissioner Bergeron motioned to adjourn at 1:40 PM, Chairman Baines seconded. All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Roger Bergeron  
Acting Clerk