

**Hooksett Sewer Commission**  
**October 16, 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 OCTOBER 16, 2012 COMMISSION MEETING**

Commissioner Bergeron made a motion to accept the October 16, 2012 as read. Commissioner Kotowski seconded. All in favor, motion carried unanimously.

**APPROVED AND SIGNED MANIFESTS**

**READ CORRESPONDENCE**

**FINANCIAL REPORT** – Mr. Beloin submitted his report for the Commission to review. It included balances for the NH PDIP and checking accounts. Currently, both sewer fund and escrow accounts are accruing no interest, yet there are fees associated with the accounts that cut into the balances. After some discussion, it was decided that Mr. Beloin would explore the possibility of depositing monies at a credit union to see if the rates and fees were more reasonable.

Mr. Beloin also included the Balance Sheet between September 30, 2012 to September 30, 2011, Profit and Loss Actual vs. Budget the first quarter of FY 2012 vs FY 2013, and a comparison between the expenses of 2012 to 2011.

Mr. Beloin also discussed with the Board a recommendation from the auditors regarding having a trustee holding capital reserve monies for the Sewer Department. Currently, the Sewer Commission oversees the depositing and distributing of these monies. Mr. Beloin had met with the Town finance person as well as a member of the auditing staff to review the RSA's regarding the funds. Under this policy, the Commission would have no control over how the funds were invested. However, this policy is not a mandated one, and as such, the Commission does not have to transfer their funds to the town's trustees. It was decided that the funds would stay under the control of the Hooksett Sewer Commission.

**SUPERINTENDENT'S REPORT**

**BUDGET COMMITTEE** – Supt. Kudrick informed the Board that for the third year in a row, the Town has not included the Sewer Department in the notification and scheduling of the Budget Committee meeting. Emails to both Lee-Ann Monihan who creates and emails the schedule, as well as to Christine Soucie have gone unanswered. Supt. Kudrick asked that in light of the lack of communication he would like to decline attending the meeting. The Commissioners were in agreement that he would not need to go to the meeting.

**PLOW** – Supt. Kudrick informed the Commissioners that the current plow on the pick-up truck, which is over 14 years old, has rusted right through the bottom. To rebuild the blade part only, not including the painting and such, could run from \$1400-1800 dollars. New plows run from \$5100 and up. Reviewing ads for used plows, they seem to run from \$1800-\$2400. One of the plant's

employees has a plow that is about 5 years old and has not been used more than 3 times. He is asking \$2000 dollars for it. The Commission told Supt. Kudrick to inspect the plow, and if it is acceptable, to buy it.

**GREASE TRAPS** – Supt. Kudrick informed the Board that he attended a workshop regarding grease traps and told the Board that the State is cracking down on businesses with them because they are not being properly maintained and are causing problems with grease in the system. Supt. Kudrick asked if it might be a good idea to have business owners with grease traps, along with the building inspector and possibly contractors to come in and hear from a representative of DES regarding this matter, and find out exactly what the regulations are and why. The Commissioners believed this to be a good idea, and Supt. Kudrick will try to set something up in January.

**BIOWATER TECHNOLOGY** – Supt. Kudrick has been in contact with this company asking about the costs of replacing the media in two of the tanks to see if they will work better. He has received information on three different options, but all include using four screens. He will be getting more information soon and will pass this along as he receives it. Chairman Baines asked if Supt. Kudrick had had any contact from Kruger, and was told he had not. Nelson Thibault was supposed to contact them, but Supt. Kudrick was unaware if he had.

**SYSTEM RE-TEST** – Supt. Kudrick would like to test the system like they did in August because he believes that the misreading probe contaminated the results of those tests. He is consistently getting different readings than before, and the media is still not mixing even with increased air. After some discussion, it was decided that Nelson Thibault should be consulted about scheduling another test and the reasons behind wanting to do so.

**DEFECTIVE MANHOLE** – The manhole in front of Merchant’s Motors needs to be replaced. It was installed correctly, but then when the culvert was put in, the weight shifted it, and now it is not level.

**RAGS** – The holding tank has been cleaned for the second time this year. The amount of rags has reduced greatly since it was last cleaned in the spring. Supt. Kudrick believes it is the new bar rack that is responsible for the change.

**FOAM** – Currently there is a lot of foam in the tanks and Supt. Kudrick has had to add a considerable amount of de-foaming agent to keep it down.

## **SCHEDULED APPOINTMENTS**

There were no appointments.

## **NON-PUBLIC SESSION**

The Commission did not go into non-public session.

## **OLD BUSINESS**

**VILLAGE WATER** – The topic of the overcharges from Village Water and their response to Sewer Commission’s request for reimbursement was tabled until the next meeting so the Water Company’s response could be further reviewed.

**GRADIENT BILL** – Discussion on the Gradient bill was tabled until interested parties could be contacted.

**NEW BUSINESS**

There was no new business.

**PUBLIC INPUT**

There was no public input.

**ADJOURNMENT**

Commissioner Bergeron motioned to adjourn at 1:30 PM, Commissioner Kotowski seconded. All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Frank Kotowski  
Clerk