

**Hooksett Sewer Commission
December 18, 2012
Minutes**

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

APPROVE & SIGN MINUTES FROM DECEMBER 4, 2012 COMMISSION MEETING

Commissioner Bergeron made a motion to accept the December 4, 2012 as read. Commissioner Kotowski seconded. All in favor, motion carried unanimously. The Commission then put the December 12th meeting minutes on file.

APPROVED AND SIGNED MANIFESTS

READ CORRESPONDENCE

FINANCIAL REPORT – Guy Beloin – Mr. Beloin submitted his report for the Commissioners to review. It included the balances from the PDIP accounts and the bank account cash balances. Mr. Beloin wanted approval on his response to the 2012 audit report from Plodzik and Sanderson. The first part covered whether or not the Sewer Commission had capital reserve funds. Mr. Beloin stated that the funds the Sewer Commission has are not capital reserve funds as defined by state statutes. They are internally designated amounts which means that they do not have to be in the hands of trustees. The other issue the report stated was the need for a pre-billing warrant to be approved by the Sewer Commissioners before the bills were sent out, and then the final warrant approved afterwards. Mr. Beloin's reply will be that that suggestion has already been implemented by the Sewer Commission staff. Commissioner Bergeron made a motion to approve the draft Mr. Beloin submitted, Commissioner Kotowski seconded. All in favor, motion carried unanimously.

SUPERINTENDENT'S REPORT

LETTER TO SCHOOL SUPERINTENDENT – Supt. Kudrick asked for approval from the Commission for a letter to the Hooksett School Superintendent regarding the dangerous situation of parents and students waiting for the bus in morning at the corner of Memorial and Hooksett Roads. Parents are lining both sides of the Memorial Drive waiting for the bus to come, and between that and students crossing the road in dark clothes, it makes turning into Memorial Drive very hard to do for the Wastewater Plant Staff coming into work, as well as any others turning in at that time. The Commissioners told him to send the letter and cc'd it Leo Lessard at Public Works as well.

Ph LEVELS – The state has approved changing the ph level at the plant from 6.5 to 6.0, but now Supt. Kudrick is waiting on EPA approval.

DRAFT RESPONSE TO KRUGER REPORT – Supt. Kudrick submitted his draft of his response to the Kruger report for the Commissioners to review. There were many issues with the report, one being that the plant might operate at extreme conditions, but as for the regular day to day operations, the system has failed numerous times. There was also the exclusion of the information that the screens could indeed plug, information that if had been known, the Commission would

never have chosen this method in the first place. The Commission told Supt. Kudrick to send his comments to the state and the Commission's attorneys.

SCHEDULED APPOINTMENTS

HERITAGE COMMISSION – Kathy Northrup & James Sullivan – Ms. Northrup came before the Board to discuss the improvements made at Veteran's Park, and what the plans for further development might entail. The Heritage Commission was making a request to the Sewer Commission to fix up the fence and/or building of the pump station located at Veteran's Park so that it would not detract from the rest of the park. There was discussion about improving the look of the fence and other ideas, and the Commission told Ms. Northrup that they would make some improvements to the fence at least.

INDUSTRIAL PARK LAND SWAP – *David Campbell, Manchester Sand and Gravel* – Mr. Campbell came before the board to discuss extending the time line for the land swap at the industrial park until April 1, 2013. PSNH is still on the property at the moment, and will be getting their materials off the site by April. The Commissioners agreed to the extension.

NON-PUBLIC SESSION

The Commission 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 1:45 PM, Commissioner Kotowski seconded. All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Frank Kotowski
Clerk