

**Hooksett Sewer Commission**  
**April 15, 2013**  
**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 APRIL 1, 2013**

Commissioner Bergeron made a motion to accept the April 1, 2013 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 the Commissioners for their review. It included the 3<sup>rd</sup> Quarter report with the cash balances for the Sewer Checking account as well as the PDIP accounts. The analysis of the Fiscal Year 2013 budget shows a 44% remainder, and as the baseline is 25%, it shows that the Commission is at a healthy stage budget wise. The comparison of expenditures between fiscal year 2012 and 2013 is virtually the same, with some changes in the wages and sludge handling line items.

There was more discussion regarding the proposed agreement with Walmart, in such that both the auditors and the LGC Attorney were of the opinion that the agreement must be ratified by the Town. Chairman Baines stated that he did not believe that the parties had the understanding that neither the Town nor the Sewer Commission would be incurring any long term debt on the project, and therefore would not need Town approval. Walmart would only be paid back when another project paid system development fees to the Sewer Commission to hook on to the system. If there are no projects, Walmart does not get paid. The only obligation to the Sewer Commission would be to abate Walmart quarterly Sewer bills until the total amount of Walmart expenditures for the project was equaled. Chairman Baines stated that the Town Administrator and Town Attorney are in agreement with this assertion, and the Town Attorney will be handling the agreement.

Mr. Beloin wanted to point out that even though no direct money was being paid to Walmart from the Sewer Commission, the Commission was incurring an “accounting level” long term debt when the monies that could go to the Sewer Commission for projects are instead given to Walmart. This includes the regular quarterly income from Walmart Sewer bills. Those amounts would be used towards paying down the “debt” to Walmart, and not used for maintenance/upgrades to the wastewater plant as is usually done. There are expenses in maintaining the lines and two pump stations in this project, and technically Walmart would be providing no “income” for this maintenance while the debt is paid down.

Mr. Beloin asked if a special Town Meeting could be called in regards to this issue and was told that, after an opinion from the Town's Attorney, the Sewer Commission and Town Administrator will decide whether a special town meeting is needed.

## **SUPERINTENDENT'S REPORT**

**NH DES** – DES asked six engineering firms to submit proposals to review the Kruger problems and three firms responded: Wright Piere, Underwood, and CDM. Whomever is awarded the contract will report to the judicial branch of the DES. The representatives from these companies came down to the plant along with Harry Stewart, Ken Kessler and Paul Hertzler from the state for a tour and discussions of the problems that have occurred.

**RICK BLACKWELDER**– Supt. Kudrick asked the board for their approval to hire Rick Blackwelder to inspect jobs coming up for the Sewer Commission. Mr. Blackwelder's rate would be \$50 dollars an hour, as opposed to the \$94 and hour that Don Graves has charged in the past. The board was in agreement to hire Mr. Blackwelder as Supt. Kudrick saw fit.

**BASS PRO SHOPS**– Supt. Kudrick has been contacted by an architect working for Bass Pro Shops who asked questions regarding the sewer fees and costs. Supt. Kudrick urged the gentleman to have someone from the organization come before the board to answer any questions that they have. The store is slated to be opened on November 1<sup>st</sup> of this year.

## **SCHEDULED APPOINTMENTS**

**AL TERRY PLUMBING** –*Jennifer McCourt, McCourt Engineering* – Ms. McCourt came before the board to discuss the proposed plan to build a new building on the Al Terry Plumbing property that would house the entire plumbing business and they would change all the units in the existing building back to residential. The warehouse building would house all the supplies and include a training area, as well as some office space. The proposed number of people to use the building would be around 15, (presently Al Terry employs 10 people). After some discussion it was decided to extend sewer to the project, with the following fees applying: \$50 permit fee, \$3000 System Development Fee and \$500 for escrow.

## **NON-PUBLIC SESSION**

The Commission did not go into non-public session.

## **OLD BUSINESS**

**SNHU DINING HALL** – Beth Hague met with Bob Vachon from SNHU regarding the exorbitant amount of water the new dining hall is using. Mr. Vachon was puzzled as to why the usage was so high, as the university used as much water saving devices they could. He was going to contact Manchester Water and try to find out what exactly is causing the problems.

**REVISED JOB DESCRIPTIONS** – After discussions, the Commissioner Bergeron made a motion to accept the revised job descriptions for the Office Manager and Billing Clerk/Secretary positions. Commissioner Kotowski seconded. All in favor, motion carried unanimously.

**NEW BUSINESS**

There was no new business

**PUBLIC INPUT**

There was no public input.

**ADJOURNMENT**

Commissioner Bergeron motioned to adjourn at 1:20 PM, Chairman Baines seconded. All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Frank Kotowski  
Clerk