

**Hooksett Sewer Commission**  
**June 17, 2013**  
**Minutes**

The meeting was called to order at 12:00 PM. Present were Commissioner Frank Kotowski, Commissioner Roger Bergeron, and Superintendent Bruce Kudrick. Chairman Baines was delayed until 12:50 PM and Bethany Hague was excused.

**APPROVE & SIGN MINUTES FROM JUNE 3, 2013**

Commissioner Bergeron made a motion to accept the June 3, 2013 minutes as read. Commissioner Kotowski seconded. All in favor, motion carried unanimously.

**APPROVED AND SIGNED MANIFESTS**

**READ CORRESPONDENCE**

**FINANCIAL REPORT** – Mr. Beloin did not attend the meeting, but submitted a report regarding balances in the NH PDIP accounts and the bank account balances for May 2013.

There were two items that he requested the Commissioners to review and the following was voted upon:

1. Commissioner Bergeron made a motion to close the following projects and move the monies to PDIP NH 01-0676-0046:
  - i. Christian Fletcher
  - ii. Julie Bourgeois
  - iii. Lindsay Office
  - iv. Faulkner Landscaping

Commissioner Kotowski seconded the motion, all in favor. Motion carried unanimously.

2. Commissioner Kotowski made a motion to transfer from the Sewer Checking to System Development Fees PDIP NH 01-0676-0046 the following:
  1. Heritage Family Credit Union - \$3000
  2. Southern NH University - \$235,740  
\$238,740

Commissioner Bergeron seconded the motion. All in favor, motion carried unanimously.

Linda O'Keefe also asked that the Commissioners encumber the following amounts for Fiscal Year 2013 expenses that will not be billed until Fiscal Year 2014.

1. Siemens Industry - \$14,287
2. Penta - \$16,500  
\$30,787

Commissioner Kotowski made a motion to encumber \$30,787 for 2013 expenses. Commissioner Bergeron seconded. All in favor, motion carried unanimously.

Commissioner Kotowski asked Supt. Kudrick for him to submit a report to the Commissioners regarding what licenses and educational opportunities are needed by employees and which ones are or are not paid for by the Commission and the reasons why.

### **SUPERINTENDENT'S REPORT**

Supt. Kudrick did not have anything new to report.

### **SCHEDULED APPOINTMENTS**

**RON CORRIVEAU– *Manchester Sand & Gravel*** - Mr. Corriveau came before the board to ask for an exception to allow two lots at the Carriage Hill development to be serviced by the same manhole. Currently there is ongoing construction on lot 38. When the time came to connect the sewer, it was found that the connection was not where it was supposed to be. Neither was the connection for lot 39. He proposed installing a manhole where the current cleanout is, and connecting the two lots to it. There would not need to be any change to the permit, as the connection would be made within the current utility easement. Commissioner Kotowski asked Supt. Kudrick if he had any problems with this plan. Supt. Kudrick replied that he did not. Commissioner Kotowski made a motion to allow the exception needed to allow lots 38 and 39 to be serviced by the same manhole. Commissioner Bergeron seconded. All in favor, motion carried unanimously.

### **OLD BUSINESS**

**BLUE OCEAN SOCIETY** - Commissioner Kotowski asked Supt. Kudrick about the \$500 donation to the Blue Ocean Society. Supt. Kudrick stated that he would like to continue to donate to the society as they were the first organization that responded quickly and efficiently during the disk spill, and he would like to continue a relationship with them. Commissioner Kotowski made a motion to donate \$500 to Blue Ocean Society. Commissioner Bergeron seconded. All in favor, motion carried unanimously.

### **NEW BUSINESS**

**BASS PRO LETTER** – The letter to Bass Pro Shops regarding dumping fees was reviewed.

**APPROVE PRE-BILLING WARRANT** – Commissioner Bergeron made a motion to accept the Pre-Billing Warrant of \$409,386.92 for Quarter 3 2013 bills. Commissioner Kotowski seconded. All in favor, motion carried unanimously.

**RESPONSE TO ATTORNY BUCKELY RE: SYSTEM DEVELOPMENT FEES** – There was discussion regarding the explanation of System Development Fees and how the Sewer Commission came to have them for the letter to Steve Buckely for the Wal-Mart agreement.

**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