

Hooksett Sewer Commission
July 15, 2013
Minutes

The meeting was called to order at 11:30 AM. Present were Chairman Sidney Baines, Commissioner Frank Kotowski, Superintendent Bruce Kudrick, and Bethany Hague. Commissioner Roger Bergeron was excused.

APPROVE & SIGN MINUTES FROM JULY 1, 2013

Commissioner Kotowski made a motion to accept the July 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. It included the year-end cash and PDIP balances as of June 30th. It also included the balance sheets showing a 15.34% surplus on expenditures. Mr. Beloin also answered a previous question posed by Chairman Baines as to whether the used truck that Supt. Kudrick was purchasing could be taken out of last year's (2013) budget. The purchase cannot be taken from 2013 as it was not encumbered before the fiscal year ended.

SUPERINTENDENT'S REPORT

WALMART/BASS PRO SEWER LINE MEETING – Steve DeCoursey from Bohler Engineering, Austin Turner from Tetra Tech and Don Graves from Graves Engineering met with the Commissioners and Supt. Kudrick to discuss how the proposed sewer line from Walmart would be installed across the river.

ALARM – There was a high flow alarm on July 8th. This is the first high flow alarm in years, including the time of the March 2011 disk incident. He showed the Commissioners the readout from the time of the overflow on the 8th and compared it to the disk incident readout which showed that there was no high flow during the incident.

SNHU DORM – Supt. Kudrick discovered a problem with the new dorm at the university. The automatic toilets that were installed throughout the dorm have a wiring problem. Whenever the electricity is interrupted, they will flush continually. Supt. Kudrick took a reading of the meter and over 200,000 cubic feet of water has already been used by the dorm.

LACK OF COMMUNICATION WITH TOWN – Supt. Kudrick told the Commissioners that the sewer department is not being informed when in-law apartments are being put into houses. According to Lee-Ann Monihan at assessing, the town does not call them in law apartments because they are illegal. They are accessory apartments, and the town does not consider them a separate entity for the house, and therefore they do not contact the sewer department. However, this problem has happened before and has been discussed with Jo Ann Duffy. Supt. Kudrick will

meet with Ms. Duffy and go over what the sewer department needs to know in regards to any added or change of use for residential units.

KEN KESSLER – Supt. Kudrick spoke with Mr. Kessler at the state and was told that the contract with Underwood Engineers has not been signed because Sheehan Phinney (the Wastewater Commission’s attorneys) have a problem with confidentiality clauses, but they have not conveyed those concerns to the Sewer Commission.

DEDUCT METERS – Supt. Kudrick explained to the Commissioners that there was some miscommunication between Stiles and the contractor that would be hired to install deduct meter readers. Paul Whittemore believed that the Commission would be ordering the meters, and priced his installation as such. If he were to buy the meters there would be added costs to his meter and installation pricing. It was decided that the Commission would only order meters as they were being paid for by customers, with a shipping and handling cost added to the total charged. There would then be no liability on the Commission’s part for unpaid or excess meters.

SCHEDULED APPOINTMENTS

There were no scheduled appointments.

OLD BUSINESS

CONTRACT WITH MANCHESTER SAND & GRAVEL – There is still no contract for composting site. Supt. Kudrick has been told it is coming from Ron Corriveau.

NEW BUSINESS

2% RAISES – Commissioner Kotowski made a motion to give the employees of the Hooksett Sewer Commission a 2% raise. Chairman Baines seconded. All in favor, motion carried unanimously.

NON-PUBLIC SESSION

The Commission did not go into non-public session.

PUBLIC INPUT

There was no public input.

ADJOURNMENT

Chairman Baines motioned to adjourn at 12:40 PM, Commissioner Kotowski seconded. All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Frank Kotowski
Clerk