

Hooksett Sewer Commission
October 7, 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 SEPTEMBER 16, 2013

Commissioner Bergeron made a motion to accept the September 16, 2013 minutes as read. Commissioner Kotowski 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. Quarterly reports included comparing the first three months of the 2014 budget to the same time period of the 2013 budget. Revenue is down 6.62% due to decreases in sewer user fees and permit income. Regarding the budgeted vs. actual expenses, electricity is up 30%, but the use of polymer and chlorine are down significantly from last year. The Repair and Maintenance line is up 54.22% but that is due to the new motor for the clarifier and the work needed to install it. Overall however the remaining budget is above 75% benchmark.

The Sewer Commission has received the refund amount of \$8596.38 from the Local Government Center for overpayment of health insurance.

There was discussion regarding the Walmart Project and the Capital Improvements Plan that would need to be in place before the work began. Since there is no contract yet, the Plan does not need to begin implementation as there is not enough information to start it.

SUPERINTENDENT’S REPORT

TOWN FLOW CHART – Supt. Kudrick showed the flow chart he submitted to the Town to help improve the notification process on new/change of use projects. The flow chart would go to every department involved in the process so that everyone would be notified and all fees paid before a building permit was issued. There has been no response from the Town Hall as of yet.

SNHU- MANHOLE ACCESSIBILITY – Supt. Kudrick will be meeting with Bob Vachon to discuss the letter and C-MON regulations Supt. Kudrick sent him. Some of the manholes on SNHU property are not accessible due to overgrowth on the easements, as well as other impediments.

GRAVES LETTER – Supt. Kudrick submitted the letter from Graves Engineering with their opinion regarding the state’s proposal to put sewer and gas lines in the same sleeve across Route 93 when improving the rest areas. Graves Engineering has serious reservations regarding the safety of such a proposal, especially in regards to any maintenance of sewer lines that may need to be done with gas lines so close. Supt. Kudrick also spoke with DES regarding such a proposal

(although he did not reveal that it was this project) and was told that DES would not approve it, especially if the Town did not. Commissioner Kotowski made a motion to deny allowing the state to lay gas lines within the sewer sleeve as it is poor engineering practice and there are safety issues. Commissioner Bergeron seconded. All in favor, motion carried unanimously.

VILLAGE WATER – The Commission received a letter from Superintendent Hebert stating that he would be willing to continue reading deduct meters for the Commission if they would like him to do so. However, this is against what the Village Water Commissioners stated in past correspondence. As the new system has to be implemented for Central Hooksett Water customers, it does not make sense to have two different reading systems in place, so the Commissioners will respectfully decline the offer.

There was also some confusion regarding the responsibility of payment for the excavation bill from Bruce Seavey. Supt. Kudrick was under the impression that any work done on the water shut off in the Sewer Commission parking lot was the responsibility of the Water Department. Now Village Water is stating that all work done on the shut off is the responsibility of the Sewer Commission. The Commission will pay Seavey for the work and then try to find out more information from Village Water.

SCHEDULED APPOINTMENTS

There were no scheduled appointments.

OLD BUSINESS

There was no old business.

NEW BUSINESS

PRE-BILLING WARRANT – Commissioner Kotowski made a motion to approve the Pre-Billing Quarter 4 2013 Warrant. Commissioner Bergeron seconded. All in favor, motion carried unanimously.

NON-PUBLIC SESSION

At 1:47 PM Commissioner Bergeron motioned to go into Non-Public Session under RSA 91-A:3II (e). All in favor. At 2:14 PM the Commissioners came out of non public session. There were no decisions made.

PUBLIC INPUT

There was no public input.

ADJOURNMENT

Commissioner Bergeron motioned to adjourn at 2:15 PM, Commissioner Kotowski seconded. All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Frank Kotowski
Clerk