

**Hooksett Sewer Commission**  
**January 27, 2014**  
**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 JANUARY 6, 2014**

Commissioner Bergeron made a motion to accept the January 6, 2014 minutes as read. Commissioner Kotowski seconded. All in favor, motion carried unanimously.

**APPROVE AND SIGNED MANIFESTS**

**READ CORRESPONDENCE**

**FINANCIAL REPORT – *Guy Beloin*** – Mr. Beloin submitted his report for the Commissioners to review. It included the cash and PDIP balances for the period ending 12/31/13. The current balances equal \$1,807,168.94 with \$545,022.03 being System Development Fees.

The Town Treasurer has been in contact with several banks to see if changing banks could help reduce fees being levied on the Wastewater accounts. After hearing several proposals from various banks, she informed Mr. Beloin that the easiest option would be to stay with TDBank, but to always keep at least \$200,000 in the sewer checking account to eliminate all the fees (that were totaling between \$150 and \$250 per month per account). Mr. Beloin recommended that the Sewer Commission transfer \$150,000 out of the Sewer Debt Reserve and \$50,000 out of the Special Purposes line item to obtain the required balance and waive the fees. Commissioner Kotowski made a motion to transfer the balances to the sewer checking account. Commissioner Bergeron seconded. All in favor, motion carried unanimously.

**SUPERINTENDENT’S REPORT**

**DEFAULT BUDGET**– Supt. Kudrick informed the board that he must present a default budget to the town as Wastewater Departments are now required to under RSA 149:I. There are very few things different from the budget he already submitted to them as contractual obligations must be met for the plant to run in compliance with laws and regulations.

**LETTER TO EPA** – During the three blockage instances at the plant last month Supt. Kudrick bypassed some of the systems at the plant to avoid an overflow. However, at no time did was any untreated waste introduced to the river. Because of that, Supt. Kudrick did not think that he had to inform the EPA, as he had informed NHDES. After discussing the matter with Ken Kessler at NHDES, Mr. Kessler informed him that he should contact EPA regarding the process he followed. Supt. Kudrick has now informed EPA about the matter, and explained in the letter that his was late in contacting them because he did not believe he had truly “by-passed” the system.

**FLOWS** – Supt. Kudrick submitted his flow report for 2013; the averages are very low from previous years. When asked why he thought the flows were down, he answered that between the

lower rainfall totals, empty/foreclosed houses, and his system of repairing a part of the system each year the amount of infiltration and usage has gone down.

**CHANGES TO PERSONNEL PLAN** –Supt. Kudrick gave the Board a list of proposed changes and clarifications to parts of the personnel plan. After some discussion, it was agreed that Supt. Kudrick would make changes discussed and he would bring back the list to the next meeting for review.

**REST AREAS**– Supt. Kudrick has received numbers from the Maine Turnpike Authority regarding the number of people that use the rest areas in Kennebunk which will be similar in size and usage to the proposed construction at the Hooksett Rest Areas. At their highest peak, the Southbound rest area had 14,000 visitors, and the Northbound had 11,700 visitors in a 92 day period. These numbers once again dispute the low numbers given to Supt. Kudrick from the developers of the project.

### **SCHEDULED APPOINTMENTS**

There were no appointments.

### **OLD BUSINESS**

There was no old business.

### **NEW BUSINESS**

There was no new business.

### **NON-PUBLIC SESSION**

The Commission did not go into non-public session.

### **PUBLIC INPUT**

There was no public input.

### **ADJOURNMENT**

Commissioner Bergeron motioned to adjourn at 2:05 PM, Commissioner Kotowski seconded. All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Frank Kotowski  
Clerk