

Hooksett Sewer Commission
March 3, 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 FEBRUARY 24, 2014

Commissioner Bergeron made a motion to accept the February 24, 2014 minutes as read. Commissioner Kotowski abstained, Chairman Baines seconded, all in favor, motion carried unanimously.

APPROVE AND SIGNED MANIFESTS

READ CORRESPONDENCE

FINANCIAL REPORT

There was no financial report.

SUPERINTENDENT'S REPORT

TESTING – Underwood Engineering has set up testing times and procedures for a multi-week testing period. There will be a large number of overtime hours for personnel, as the times for the testing will be 4PM Tuesday, and early afternoon on Saturdays. This testing will enable Underwood to calculate the actual capacity of the plant instead of relying on the theoretical capacity for usage and the fix for the system.

MAIN STREET STATION – Supt. Kudrick informed the board that one of the pumps is malfunctioning, and even after it was worked on it still wouldn't work. Unfortunately it was found the wiring was done incorrectly during the first fix and will need to be worked on again. The check valve also needs to be replaced, and the technician is coming at the end of the week to repair everything.

MARTINS FERRY STATION – The drive shaft bearing had to be replaced but it is now vibrating at certain speeds. The company is coming Tuesday to see what is out of balance.

PERSONNEL – Supt. Kudrick went over the list of reimbursements for employees with the Commissioners for one last edit. They also discussed the On-Call policy, and the need for another party to be notified if Supt. Kudrick goes to the plant alone to answer a call. Discussion included notifying the police or fire department when he goes to the plant, as well as having at least two personnel notified for every alarm call.

Supt. Kudrick also submitted the job descriptions for Operator 2 and Lab Director. There were some changes made and the final draft will be given to the Commissioners at the next meeting.

SCHEDULED APPOINTMENTS

STATE REST AREAS – *Wayne Fillion, John Healy, R. Gordon Leedy and Rusty Mclear* –

These gentlemen came before the board to discuss usage numbers for the upgraded rest areas. After some discussion, it was decided that a usage of 16,000 per day would be used for now. However, if the project was found to use more they would be expected to pay a system development fee for the difference. Chairman Baines was wary in being able to receive the fees that might be involved after the fact, but was assured that there has to be a fund set up for the maintenance of the project. This fund will be in effect for at least 5 years, and will total almost one million dollars. If it shown the project owes the Commission money it will come from that fund.

There was also discussion about the 88 feet of pipe and two manholes on Route 3 that are in need of repair. Although the rest area usage as it stands shouldn't affect the pipe, it was decided that it would be prudent to replace the line now during construction then later. If it was found that the project did not impact that line at all, Chairman Baines assured the parties that the Sewer Commission would compensate them for the work. On the other hand, if the project did incur system development fees, the amount spent on the upgrade would be put towards that amount. A written agreement to this effect will be sent to the Commissioners for review after Supt. Kudrick is able to obtain some pricing for doing the work on Route 3.

OLD BUSINESS

There was no old business

NEW BUSINESS

STAN-TEC – Supt. Kudrick discussed using Stan-Tec more for plan reviews and such instead of Graves Engineering. It was decided that a representative from Stan-Tec should be asked to come to the next meeting to discuss work and prices.

NON-PUBLIC SESSION

At 12:35 PM Commissioner Bergeron motioned to go into Non-Public Session under RSA 91-A:3II (a). All in favor. At 1:50 PM the Commissioners came out of non public session. The Commissioners voted to give Supt. Kudrick \$1031.80 for all the overtime that he has had to spend at the plant in the last two weeks.

PUBLIC INPUT

There was no public input.

ADJOURNMENT

Commissioner Bergeron motioned to adjourn at 2:45 PM, Chairman Baines seconded. All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Frank Kotowski
Clerk