

Hooksett Sewer Commission
June 16, 2014
Minutes

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

APPROVE & SIGN MINUTES FROM JUNE 2, 2014

Commissioner Bergeron made a motion to accept the June 2, 2014 minutes as read. Commissioner Kotowski seconded. All in favor, motion carried unanimously.

APPROVE AND SIGN MANIFESTS

READ CORRESPONDENCE

FINANCIAL REPORT – *Guy Beloin* – Mr. Beloin submitted his report to the Commissioners for their review. The following motions were brought:

1. Close SDF completed projects and transfer the following to SDF Funds:

US Resorts & Enterprises -	\$188.65
Maurais Project -	\$161.92
<u>Hooksett Adult LLC</u>	<u>\$411.99</u>
	\$762.56

Commissioner Kotowski made a motion to close the accounts and transfer the monies. Commissioner Bergeron seconded. All in favor, motion carried unanimously.

2. Transfer from Sewer Checking to Sewer System Development Fees PDIP NH 010676-0046 the amount of \$13,500 for the following:

Springwood Homes	\$1500
MJM Sommer-Hooksett LLC	\$3000
Sherry Gianitsis	\$1500
R. Eric Brahlof	\$3000
Laurie Pepin	\$1500
<u>Proven Properties LLC</u>	<u>\$3000</u>
Total	\$13,500

Commissioner Kotowski made a motion to close the accounts and transfer the monies. Commissioner Bergeron seconded. All in favor, motion carried unanimously.

Mr. Beloin informed the Commissioners that there is a projected budget surplus of about \$60,000. After some discussion Commissioner Kotowski made a motion to encumber the following expenses using the projected surplus:

Boettcher Electric	\$16275.00
Skyline Roofing	\$6740.00
Blue Ribbon Fence	\$4120.00
PENTA	Left over surplus up to \$120,000

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

There was also discussion about with the partial settlement payment expected Kruger in July. Mr. Beloin stated that a Capital Reserve Fund could be set up with this money which could be used for improvements to the plant and/or create composting operations. Commissioner Bergeron made a motion to establish the Capital Reserve Fund with the Trustees of Trustfunds for Plant and Composting Capital Improvements, Commissioner Kotowski seconded. All in favor, motion carried unanimously.

SUPERINTENDENT’S REPORT

There was no report

SCHEDULED APPOINTMENTS

There were no scheduled appointments.

OLD BUSINESS

DIVERTING PROCESS - The EPA has sent a letter to Supt. Kudrick giving their approval of the diverting process that will be installed to help prevent overflows at the plant.

29 FRANCIS AVENUE – The Commissioners reviewed the letter that will be sent to the owners of 29 Francis Avenue regarding the unrecorded/uninspected apartment on the premises.

SNHU DINING HALL – Bethany Hague informed the Commissioners that the dining hall usage has not gone down at all, if anything it has increased. The President of the University was informed last year that if the usage did not go down the University would owe the Commission System Development Fees of over \$40,000 as it was not “an even swap” for usage of the dining hall in the old building. This matter will again be addressed to the University.

ON CALL POLICY – The Commissioners reviewed the on-call policy and made changes to it to stream line the procedures and wording.

NEW BUSINESS

There was no new business.

NON-PUBLIC SESSION

The Board did not go into non-public session.

PUBLIC INPUT

There was no public input.

ADJOURNMENT

Commissioner Kotowski motioned to adjourn at 2:00 PM, Commissioner Bergeron seconded. All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Frank Kotowski
Clerk