

**Hooksett Sewer Commission**  
**July 7, 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. Matt Lavoie, Hooksett Building Inspector was also in attendance.

**APPROVE & SIGN MINUTES FROM JUNE 16, 2014**

Commissioner Bergeron made a motion to accept the June 16, 2014 minutes as read. Commissioner Kotowski seconded. All in favor, motion carried unanimously.

**APPROVE AND SIGN MANIFESTS**

**APPROVE AND SIGN BILLING WARRANT** Commissioner Kotowski made a motion to accept the Quarter 3 2014 Billing Warrant of \$419,039.78. Commissioner Bergeron seconded. All in favor, motion carried unanimously.

**READ CORRESPONDENCE**

**FINANCIAL REPORT** – There was no financial report.

**SUPERINTENDENT’S REPORT**

**PLANT OPERATIONS** – The Plant is being run under the procedures set out by Underwood Engineering. Although there have been some good results in the effluent, wasting almost all the time has resulted in 53% more material going to Merrimack in one month alone. There is not enough money budgeted to continue operating the plant in this way for this fiscal year, and if the plant were to waste everyday as recommended, it would have to start next fiscal year.

**PART-TIME TRUCK DRIVER** – Commissioner Bergeron made a motion to officially create the position of Part-Time Trucker Driver. Commissioner Kotowski seconded. All in favor, motion carried unanimously.

**ROUTE 3 UPGRADE** – The plans from Stan-Tec to improve the sewer line along Route 3A to accommodate the added flow from the rest areas have been submitted to Supt. Kudrick. The projected cost of the project is over \$140,000. However, Supt. Kudrick believes that some of the work can be downsized to what is absolutely needed, but that cost is still roughly \$89,000. It was decided that the representatives from both the builder and the state should come in and discuss the matter with the Commission at the next meeting if possible.

**ON CALL POLICY** – The Commissioners again reviewed the on-call policy with Supt. Kudrick and discussed their concerns and questions. Supt. Kudrick will address their concerns and submit their changes at the next meeting.

**SCHEDULED APPOINTMENTS**

**29 FRANCIS AVENUE – Scott Blevens** - Mr. Blevens came before the board to discuss the apartment located above his detached garage on his property. The sewer department had been unaware of its existence until recently, and system development and permit fees had not been paid on the project. After some discussion, Commissioner Kotowski made a motion that Mr. Blevens pay \$3050.00 to the Hooksett Sewer Commission and will sign an agreement to the following:

Mr. Blevens will consent to the following payment plan:

\$1050 by August 1, 2014  
\$1000 by September 1, 2014  
\$1000 by October 1, 2014

Mr. Blevens will agree that if the amount is not paid by the timeline discussed, any outstanding balance will be sent to the tax collector for non-payment at the end of the year. Commissioner Bergeron seconded. All in favor, motion carried unanimously.

## **OLD BUSINESS**

## **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 2:23 PM, Commissioner Bergeron seconded. All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Frank Kotowski  
Clerk