

Hooksett Sewer Commission
December 15, 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 DECEMBER 1, 2014 AND THE SPECIAL MEETING OF DECEMBER 8, 2014

Commissioner Bergeron made a motion to approve the December 1, 2014 minutes as read. Chairman Baines seconded. All in favor, motion carried unanimously. Commissioner Kotowski made a motion to accept the Special Meeting minutes from December 8th. Commissioner Bergeron 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. It included balances for NH PDIP accounts, bank account cash balances, and a Reserve and Surplus analysis.

Mr. Beloin informed the Board that he had done some research, and that there was nothing in the state RSA's preventing System Development Funds to be made available in case of emergency not covered by additional revenues.

Of the 2.1 million the Commission has 1,564,000 is available for use. Mr. Beloin told the Board that the figure does include PENTA retainage. He was told that Kruger wants this money despite the fact the plant is not complete so it would have to be separated from the rest of the monies.

Commissioner Kotowski asked that in regards to an emergency plan for the Lilac Bridge in case of structural failure, could we use Capital Reserve money for that purpose without getting hung up by DRA? Mr. Beloin stated that with a 2/3 vote by Commission the money could be used for that purpose.

Chairman Baines also asked if the Sewer Commission could use the second payment from Kruger towards the Lilac bridge project and was told that it would be acceptable as well. The Commission has been asked to contribute up to 500,000, but the expenses already incurred in regards to the tank, its installation and installation of line across the trestle will be part of that amount.

Chairman Baines asked about the interest rates, as in could we take the money out and put it somewhere with better interest? Mr. Beloin was not sure where else they could put it, but will contact the Town Treasurer for any ideas she may have. The Commission can't put it in any investment with risk of loss of principal. It also cannot be moved to Capital Reserve line item as it did not go through the budget properly for that (this would have to be done at the end of the

budget year). Mr. Beloin told the Board that all monies had to be cash ready within 3 months wherever they were put.

SUPERINTENDENT'S REPORT

SCHOOL BOARD MEETING – Supt. Kudrick attended the School Board Meeting regarding the warrant article needed for the school land next to the Wastewater Plant. The Board passed the article but wanted an updated site plan which Supt. Kudrick has obtained.

HOLDEN ENGINEERING – Holden Engineering has given an \$1800 quote for the generation of plans for the Brox land that will include new elevations. Commissioner Kotowski made a motion to expend the money for the plans. Commissioner Bergeron seconded. All in favor, motion carried unanimously.

RH WHITE – Supt. Kudrick has submitted the price of design for the hangers and the installation of them for the sewer line to be attached to the Train trestle in case of emergency. The total cost is \$3980. Commissioner Bergeron made a motion to expend the money for the plans. Commissioner Kotowski seconded. All in favor, motion carried unanimously.

Supt. Kudrick also received a quote of \$22,000 to install the tank from R.H. White and he is waiting on two other bids to come in.

HIGH FLOWS – During the periods of heavy rains Supt. Kudrick had to reduce some of the systems to reduce any chance of plugging the system during the high flows.

SMOKE TESTING – Supt. Kudrick smoke tested areas of Greystone Terrace and Castle Drive. Seven Castle had asked for a number of years for it to be done, but it was not cost effective to have a crew come out for one area. Twelve Greystone Terrace was having problems with what they thought might be a back-up of sewer gases, so a crew was then dispatched to both places. 12 Greystone did not have any sewer gases or leaks, but Seven Castle did have some infiltration which they found to be plumbing errors in their system.

GE – GE is changing the process in which they will send their waste to the plant. Currently, because the flow is done in one or two discharges, the flows are so large they have to be timed for late evening/early morning. The new process would now send flow at a rate of 20 gallons/minute. Everything would still be metered as before, the only thing that will change is when and how much waste gets to the plant. Chairman Baines asked Supt. Kudrick if he would be inspecting the new system and Supt. Kudrick told him yes. Chairman Baines made a motion to accept the new discharge schedule upon the approval and inspection of the system by Supt. Kudrick and NH DES. Commissioner Kotowski seconded. All in favor, motion carried unanimously.

GE INDUSTRIAL PERMIT DISCHARGE REQUEST – GE also needed the Commission to sign the new Discharge Permit for the State that stated the modifications. Commissioner Kotowski made a motion to sign the discharge request after the inspections of Supt. Kudrick and NH DES. Commissioner Bergeron approved. All in favor, motion carried unanimously.

BUDGET – Supt. Kudrick gave the Commissioners an updated budget for review. He has changed line items for electricity and fuel to compensate any increases that may come in the

future. He also included income potential for the following rate increases (base on current income):

5 cents	\$10,000
10 cents	\$21,196
15 cents	\$31,795

SCHEDULED APPOINTMENTS

There were no scheduled appointments.

OLD BUSINESS

There was no old business.

NEW BUSINESS

UNDERWOOD ENGINEERING CONTRACT – The Commissioners received the contract from Underwood Engineering. There was discussion about why they must have a separate contract that goes through the attorneys and it was thought that by doing so will make all information confidential. It was decided that more discussion is needed regarding this contract and the need for a separate contract.

SHEEHAN PHINNEY INVOICES – The Commissioners reviewed the current bills from Sheehan Phinney, and asked that a total cost of all invoices be made.

LILAC BRIDGE FUNDING – The Commission discussed the public hearing on the Lilac Bridge and the decision to dismantle the current bridge and replace it with a walking bridge that the sewer line will be attached to. After some discussion Commissioner Kotowski made a motion to expend up to \$500,000 to the project for the removal, replacement and installation of the new sewer line. Commissioner Bergeron seconded. All in favor, motion carried unanimously.

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 1:40 PM, Commissioner Bergeron seconded. All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Frank Kotowski
Clerk