

Hooksett Sewer Commission
September 21, 2015
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. Hooksett Town Councilman Don Winterton was also in attendance.

APPROVE & SIGN MINUTES FROM SEPTEMBER 14, 2015

Commissioner Bergeron made a motion to accept the September 14th minutes as read. Commissioner Kotowski seconded. Motion carried unanimously.

APPROVE AND SIGN MANIFESTS

READ CORRESPONDENCE

FINANCIAL REPORT – *Guy Beloin* – Mr. Beloin submitted his report for review. It included the cash balances of \$1,653,000. The accounts are not with TD Bank, and the interest is slightly better. System Development balances are \$558,000 as of August 31st, and Non-SDF balances are \$1,095,000. This includes Capital Replacement, Sewer Debt, Special Purposes and Escrow. The Capital Reserve funds deposited with the Trustees are currently accruing a 3% rate, which is much higher than other funds at this time.

Mr. Beloin needed to clarify an item for the auditors regarding the monies set aside for the Lilac Bridge. The money is on the books and has been accounted for, but has not been spent. The auditors do not consider it in process anymore because of the lapsed time. The only part that can be transferred out of the trustee account at this time is the amount actually spent (on the tank and design). Mr. Beloin asked if the project is still active and was told by Commissioner Kotowski that the Commission is still intending to use the funds, but cannot transfer them until a plan is in place. It was decided that there will be an audit adjustment and the amount earmarked for the project (minus money already expended) will be moved to a payable account.

SUPERINTENDENT’S REPORT

K-MART PUMP STATION– Supt. Kudrick informed the Board that the wiring at the pump station has been revised and streamlined to make a more efficient area. There had been so many different companies working at it over the last few years that it was quite a mess. It was fortunate that this was done at this time as the electrician found a burnt out wire clamp that could have caused some damage had it not been replaced.

UNIVERSITY HEIGHTS – They are now testing the lines at the project, but he is requiring them to test each of the house services because they were using a compactor for the lawns and roads and he wants to ensure that the lines have not been affected.

MIXERS – Supt. Kudrick is working with another company to obtain new mixers for the B&R tanks. The ones being used currently are just not reliable, 8 out of the 16 have been repaired or

replaced since installment. The ones that he is currently using are European made, but he is thinking of trying an American one to see how it works.

HYDROLIC LIFT – Supt. Kudrick would like to buy a hydraulic lift for the other truck. The cost is \$4265.00. He informed the Commission that as long as Chevy keeps the same body configuration in future trucks, the lift can be transferred to another truck when needed. He also added that he believed the lift was paying for itself by keeping the staff from constantly lifting heavy objects into the truck. Commissioner Kotowski made a motion to expend the money for the lift. Commissioner Bergeron seconded. All in favor, motion carried unanimously.

SSI MIXER – The sludge mixer needs work. Supt. Kudrick is not sure if it should be fixed or just gotten rid of. He was asked if it was used and he replied it was not. There was then discussion on whether to fix it the truck enough to sell it. Supt. Kudrick will get prices to repair it and then come back to discuss options.

WALKAY RAMP REPLACEMENT - Supt. Kudrick told the Board that he has received one bid for replacing the ramp to the office. The bid had two options costing \$8800 or \$5600. The Board wanted at least one other bid before deciding.

SCHEDULED APPOINTMENTS

MERRIMACK COUNTY SAVINGS BANK – *Erin Lambert, Nobis Engineering* – Ms. Lambert came before the Board to discuss the proposed bank to be located at 1293 Hooksett Road. There are two parcels of land (1293 and 1301 Hooksett Road) that will be combined into one lot after the buildings currently located on the parcels are demolished. There was a questions as to how to attach the new building to the system, and Supt. Kudrick informed her that it would be better to connect to the manhole, which would need to be extended. Ms. Lambert suggested that when the contractor was on site they contact Supt. Kudrick to come to the site to meet and go over the specifics.

Ms. Lambert was informed that there is a sewer line running through the 1293 lot and the Wastewater Facility has an informal easement. The original agreement with the former owner of the property was that in exchange for the easement, the property would be provided two hookups instead of one. The other hookup was not used, but is still with the property. The Wastewater Facility would like to have a formal easement created and signed by the owners of the property and properly filed with the Registry of Deeds. This easement would also be needed before Planning Board approval. Ms. Lambert did not think that that would be an issue. She was also told that there were no fees owed to the Wastewater Facility as capacity and permits had already been paid by former owners. The Department will just need a change in use permit with the new owner's information.

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 Kotowski motioned to adjourn at 1:25 PM, Commissioner Bergeron seconded.
All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Frank Kotowski
Clerk