

**Hooksett Sewer Commission**  
**November 16, 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 NOVEMBER 2, 2015**

Commissioner Kotowski made a motion to accept the November 2<sup>nd</sup> minutes as read. Commissioner Bergeron seconded. Motion carried unanimously.

**APPROVE AND SIGN MANIFESTS**

**READ CORRESPONDENCE**

**FINANCIAL REPORT** – Guy Beloin submitted his report to the Board. It included balances for the TD Accounts, Trustee investments, and bank account cash balances for the period ending October 31<sup>st</sup> which equal \$2,835,877.00. This amount includes capital replacement, escrow, and checking account. His report also included the Sewer Fund Checking cash balance analysis. Once again the fees for the checking account have started to accrue because the balance is not enough to defray them. Commission Kotowski made a motion to transfer \$253,000 from TD Bank Accounts to the Sewer Checking account to avoid monthly fees. Commissioner Bergeron seconded. All in favor, motion carried unanimously.

Discussion then centered on rate increases for the coming year. The Sewer Commission has not raised rates since 2009, which did not keep rates in-line with the Consumer Price Index increase of 6%. To keep up with rising costs, the Commission must increase their rates. This rate increase would not be incurred until billing January 2016 usage (July 2016 bills). To anticipate an increase in costs and to avoid having to change rates in the near future, Commissioner Bergeron made a motion to increase both rent and usage charges by 7.14%. However, after more discussion, to further insulate the Wastewater Facility in regards to operation costs, Commissioner Bergeron rescinded his previous motion of 7.14 percent in favor of an across the board 8% increase. Commission Kotowski seconded. All in favor, motion carried unanimously.

**SUPERINTENDENT'S REPORT**

**BUDGET** – Supt. Kudrick submitted his final budget for 2017. Mr. Beloin has reviewed it and suggested the changes that have been made. Chairman Baines asked about the reduction in the electric line item. Currently the plant is using 927,000 kilowatt hours. In 2013 it was using 1.103 million kilowatt hours. The decrease is due to the fact that only half the plant is online. When it comes time to finally fix the system and all the blowers are being used, this usage will of course change.

Chairman Baines asked about the SSI mixer and its value. Supt. Kudrick told him he could find out, and that he has had some people interested in buying the unit. His rough estimate on worth would be about \$10,000. Although currently the unit is not being used, Supt. Kudrick would like to keep it for the time being because he would like to use it for the composting operation he hopes to have up and running sometime soon. The unit was a very good and expensive one that would not be easy to replace economically in the future, and he felt that they should not get rid of it just yet.

**UNIVERSITY HEIGHTS** – The project is paving tomorrow, and Supt. Kudrick will have them test and t.v. all sewer lines to ensure they have not been damaged with all the problems they have had with the water lines.

**BROX/HOLDEN ENGINEERING** – The plans regarding the easement from Brox were completed by Holden Engineering. Unfortunately, they were not executed correctly and will have to be entirely re-done. Brox has been informed about the problem.

Regarding the agreement, Brox asked Supt. Kudrick to write up would he would like to see in it, and they would then review it. Supt. Kudrick changed the hours of use (8-3 instead of 7-3) as well as changes to proposed usage and indemnity if the plant cannot produce the water needed for the Brox process due to low flows. Also, Brox would be responsible for all costs related to this project.

#### **SCHEDULED APPOINTMENTS**

There were no scheduled appointments

#### **OLD BUSINESS**

**WALMART** – Jay Hodes, the town's attorney contacted Chairman Baines regarding the proposed sewer agreement with Walmart. Walmart representatives would like to come speak with the Commission regarding the project. However, Chairman Baines informed Attorney Hodes that there is nothing to discuss, that the agreement is ready for Walmart's signature, and that he believed that Walmart was only contacting the Sewer Commission so they can continue their septic extension with the Planning Department (if they say they are in discussions with the Sewer Commission they can claim they need more time on the septic resolution). Attorney Hodes may schedule a phone discussion regarding the matter the week after Thanksgiving.

#### **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 Bergeron motioned to adjourn at 1:05 PM, Commissioner Kotowski seconded.  
All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Frank Kotowski  
Clerk