

**Hooksett Sewer Commission
January 11, 2016
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 JANUARY 4, 2016

Commissioner Kotowski made a motion to accept the January 4th minutes as read. Commissioner Bergeron seconded. Motion carried unanimously.

APPROVE AND SIGN MANIFESTS

READ CORRESPONDENCE

FINANCIAL REPORT – *Guy Beloin* – Mr. Beloin submitted his report for review. It did not include the cash balances for December as he has not received all the bank statements. He also reviewed the Capital Reserve Trustee’s information.

There was discussion about the liabilities for the Other Pension Employment & Benefits (OPEB) line item. Although the amount stated is quite large, it is being funded by the payments into retirement system. But the line item is an accounting adjustment, a non-cash and non-budget issue.

His report also included the actual vs. budget analysis for the first six months of the year and currently there is 68% left in the budget which is quite good. Legal costs are still quite low at the moment, but that of course will change. The line regarding sludge hauling looks quite low: \$9,000, but \$50,000 had been encumbered from the 2015 budget.

Mr. Beloin then reviewed the 8% increase (rounded to the nearest quarter) in rates. Talk then centered on how to keep up with the consumer price index in the future so that there is not a deficit.

The rates will change as follows:

Current Rents	July 2016
\$83.00 Industrial	\$89.75 Industrial
\$53.00 Commercial	\$57.25 Commercial
\$33.00 Residential	\$35.75 Residential

Usage Charges

Current= **\$5.60** per thousand gallons July 2016 = **\$6.05** per thousand gallons

SUPERINTENDENT’S REPORT

DMRs – There were no violations in this month’s DMRs.

REPAIRING MOTOR – The motor that needs its air compressor fixed will cost \$2500, versus \$3600 for a new one. Supt. Kudrick stated that the last time it was rebuilt it lasted for seven years which is basically the life expectancy for a new one.

HANDICAP RAMP – Supt. Kudrick has called various local companies to give estimates on all types of ramps (aluminum, concrete, replacing the handrails etc.). He will be able to give more cost estimates at the next meeting.

Chairman Baines asked if there was any more contact from Brox. Supt. Kudrick stated he had not heard anything about going forward with their plans, but he figured that was because the plant is shut down for the winter.

The large sign proclaiming the funding of the expansion, erected over 3 years ago was then discussed. Although the project is technically not finished, it was decided to take the sign down in the spring.

SCHEDULED APPOINTMENTS

UPDATE MASTER PLAN – *Jim Donnison* – Mr. Donnison came before the Board to talk about updating the master plan for the Town of Hooksett. It has not been updated for 11 years. There are four pages regarding the Wastewater Facility and he would like to work with Supt. Kudrick and the Commission to update the section. The TIF information should be included in the update as there was no mention of it in the old one. The timeline is quite flexible, as he would like to have it done by the end of the year. Supt. Kudrick asked from what point should the section start; from 11 years ago or from this point forward and was told this point forward. Mr. Donnison also suggested putting in any accomplishments for the facility.

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 Bergeron motioned to adjourn at 12:52 PM, Commissioner Kotowski seconded.
All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Frank Kotowski
Clerk