

Hooksett Sewer Commission
April 18, 2016
Minutes

The meeting was called to order at 12:00 PM. Present were: Chairman Sidney Baines, Commissioner Roger Bergeron, Commissioner Frank Kotowski, Superintendent Bruce Kudrick Town Councilman Don Winterton and Bethany Hague.

APPROVE & SIGN MINUTES FROM APRIL 4, 2016

Commissioner Kotowski made a motion to accept the April 4, 2016 minutes as read. Commissioner Bergeron seconded. Motion carried unanimously.

APPROVE AND SIGN MANIFESTS

READ CORRESPONDENCE

FINANCIAL REPORT – GUY BELOIN – Mr. Beloin submitted his report to the Board. It included the case balances and a comparison between FY 2016 and FY 2015 cash balances. They were quite similar, with a slight increase for 2016. The fixed assets are in good standing and are quite similar to last year as well. Mr. Beloin was informed by Chairman Baines that an agreement had been reached with Graves Engineering, and besides a settlement with the insurance company for \$600,000, all outstanding bills for Graves have been released. While nothing can be done until the official agreement has been signed, Chairman Baines wanted him to be aware so that he would be able to adjust the accounting to reflect the payment and changes for the end of the fiscal year.

Mr. Beloin provided an Actual vs. Budget Expenses Report for the first 9 months of the fiscal year. With the benchmark being 25% or more remaining per line item, almost all budgetary items are either within or more of the 25%. For example: Wages and benefits were at 35%, Total purchases at 26.4%, Total Supplies at 63%, and the lab at 35%. Sludge Handling has 71% left, but that is because of the amount encumbered from last year. Overall there is 38.35% left in the budget.

SUPERINTENDENT’S REPORT

PENTA– Supt. Kudrick has asked PENTA to come down to the facility to estimate costs in finishing tanks one and two with the air sparges.

SAMPLER – Supt. Kudrick has acquired a new sampler. There will be a violation for the chlorine in the monthly reports due to the old sampler failing and keeping the pumps on constantly. He will explain what happened in his monthly report to the state.

LILAC BRIDGE – Jim Donison has informed Supt. Kudrick that the bid for the bridge will be sent out in May despite lacking a number of permits needed at this time (but will hopefully obtain so bid can be sent out). The town would like to open the bids in July and start by November 1st.

Don Winterton informed Supt. Kudrick that the road work on Martin's Ferry Road will include all work on the manholes so the Wastewater Facility does not have to concern itself with those costs.

SCHEDULED APPOINTMENTS

SNHU DORM – Tucker McCarthy of TF Moran and later joined by Lawrence Yassanye, Facilities Manager for SNHU – Mr. McCarthy came before the board to discuss the proposed 300 bed dorm to be built at the University. They are not looking to increase any students or staff, but move them from other buildings. The building will tie into the manhole located near the library with a 6 inch service. Supt. Kudrick told him that the University must shut down the 300 beds elsewhere and the buildings the students are coming from must be demolished. Other options to ensure the Wastewater Facility that the old dorms would be off line were discussed. At this time Mr. Yassanye arrived and told the Board that the emptied buildings will be torn down. A list of the buildings to be demolished, count of beds and sequence of events will be created in the next 6 weeks and will be forwarded to Supt. Kudrick.

BROX UPDATE – David Clough and Erik Stevenson from Brox – The gentleman came before the Board to discuss the next steps in proceeding with the plans for Brox to take the outfall water from the plant to use in washing their stone dust. The deed and easements have been recorded and work can proceed. A 4 inch removable, submersible pump will be tied into a 6 inch line to bring the water to the building they will build to add additional chlorine to the water (as a precautionary measure). On April 25th they will begin boring the 600 ft needed for the two lines (one 6 inch, one 2 inch).

OLD BUSINESS

There was no old business.

NEW BUSINESS

USE/RENTAL OF WASTEWATER LAND – Chairman Baines asked Supt. Kudrick if Old Castle Lawn was paying any rental fees for the use of the Wastewater Facility's land at the industrial park. Supt. Kudrick told him that presently they do not. Chairman Baines asked that Supt. Kudrick speak with Old Castle regarding coming up with a fair monthly rental fee, as they have been using it for quite some time without any fees attached to it, and he (Chairman Baines) believed that it was time to charge them. Supt. Kudrick will speak to the company and report back.

NON-PUBLIC SESSION

At 1:00PM Commissioner Bergeron motioned to go into Non-Public Session under RSA 91-A:3II (e). Commissioner Kotowski seconded. All in favor. At 1:20 the Commissioners came out of non-public session. There were no decisions made.

PUBLIC INPUT

There was no public input.

ADJOURNMENT

Commissioner Bergeron motioned to adjourn at 1:22 PM, Chairman Kotowski seconded. All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Frank Kotowski
Clerk