

Hooksett Sewer Commission
June 6, 2016
Minutes

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

APPROVE & SIGN MINUTES FROM MAY 16, 2016

Commissioner Bergeron made a motion to accept the May 16, 2016 minutes as read. Chairman Baines seconded. Motion carried unanimously.

APPROVE AND SIGN MANIFESTS

READ CORRESPONDENCE

FINANCIAL REPORT – Mr. Beloin submitted his report to the Board. There was discussion about an asset management program and the current rates of the state revolving loan funds. Chairman Baines asked if Mr. Beloin had inquired about refinancing the Wastewater Facility's current loans to get a better rate and Mr. Beloin replied that he had, but unfortunately it cannot be done.

His report included the forecasted budget surplus. At the end of May 2016, the expenses were about 1.6 million. Based on last year and the debts currently, there is an estimated \$196,000 in expenses still for the month of June. Based on this estimate, there will be estimated \$168,000 left of the 2016 for encumbrances. Mr. Beloin will come to the next meeting with more concrete numbers so the Board can decide on what expenses they may want to encumber for any goods and services needed but cannot be obtained by June 30th. Regarding the settlement check from Graves Engineering, Mr. Beloin needed a motion from the Board to transfer those funds into the Trustee Capital Expenditure Fund. Commissioner Bergeron made a motion to transfer \$600,000 from the Sewer Checking Account to the Trustee of the Trust Funds. Chairman Baines seconded. All in favor, motion carried unanimously. Mr. Beloin informed the Board that as of May 31st, the cash balance in the Trustee account is \$995,567.00. Subtracting the committed funds of \$474,000 for the Lilac Bridge repairs there is a balance of roughly \$521,000.00 currently.

Mr. Beloin asked if the Board would like him to draft a letter regarding a request from the State Revolving Loan Fund. This would be a placeholder in case the Board would like to request some funding. The Board will come up with a specific reason for funding by the next meeting.

SUPERINTENDENT'S REPORT

REST AREAS – After a year's review, records show that they are using over 5000 gallons less a day. However, the weekends have very high peaks.

EFFLUENT PUMP – The pump keeps tripping and taking out the control box. Because of this problem, the plant is using town water and a repairman is coming in investigate. It has been working perfectly up to this point, so he not sure what the problem is.

BUDGET – The Town wants the budget in July. Unfortunately, this is too early to give a complete budget as information for many of the line items is not available until after August. But he will come up with an estimated budget for them if needed.

VIOLATIONS – There was only one violation for the month, but the outflow has been very clean, so they are cleaning all equipment and such to make sure there was no residual material affecting the tests.

SCHEDULED APPOINTMENTS

4 HUMMINGBIRD LANE – *James O'Brien, homeowner* - Mr. O'Brien came before the board to discuss the problem with a back-up of sewer into his home on May 23rd, and the consequent problems with the line since then. He first wanted to acknowledge on the record his appreciation for all the help and support that the staff of the Wastewater Facility has been giving him during this process. He has hired both Al Terry Plumbing and Mr. Rooter and it has been found that the problem is with the pipe in the street, not the pipe on his property.

He came before the Board to ask for assistance. He was asked if his homeowners policy would cover any of the expenses and he told them he had contacted his insurance company and they would not cover anything because he had not purchased a specialty rider. Chairman Baines stated that the Board can make the decision to extend assistance for work not on the homeowner's property. After discussing the estimated costs of opening the street with Supt. Kudrick, Commissioner Bergeron made a motion to expend up to \$1,500.00 towards work for 4 Hummingbird Lane. Chairman Baines seconded. Mr. O'Brien thanked the Board for their help and said that he would provide any help in the process that he could extend. The Board also suggested that if possible he should have a backflow valve installed to prevent damage to the property. It hadn't been required when the house was built, but would be beneficial to have now.

GREASE TRAP – 1100 HOOKSETT ROAD - *Dana Stark and Catherine Longfellow* - Both came before the board to discuss the requirement for a 1500lb grease trap for a proposed restaurant to be located at the property. It would be a sit down, full service restaurant that would sit roughly 130 people. The section that they would be operating in was the old butcher shop that only has a 40 pound trap on the sink. With 40 gallons per seat it would be 5020 gallons of capacity per day. Because of that capacity and the ordinance requiring that all restaurants must have 1500lb grease trap they were told they must install the grease trap to operate the restaurant. Both agreed that the regulations must stand, but had come to get the official mandate from the Board before going back and discussing the problem with their potential landlord.

OLD BUSINESS

BROX – They have done the boring and installed two sheds on the property for the process. But they are still waiting on some equipment to be delivered before they can proceed.

SSI TRUCK – Commission Bergeron asked if there were any takers on the truck. One person has looked at it but unfortunately it was too big for their needs. Supt. Kudrick will take a picture of the truck and advertise it. Commissioner Bergeron asked if Old Castle would be interested in it and Supt. Kudrick will ask them.

NEW BUSINESS

GE BOND RELEASE - Commissioner Bergeron made a motion to release the \$78,800 bond for GE, Chairman Baines 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 Bergeron motioned to adjourn at 1:05 PM, Chairman Baines seconded. All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Roger Bergeron
Acting Clerk