

Hooksett Sewer Commission
June 20, 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, Bethany Hague and Town Councilman Don Winterton.

APPROVE & SIGN MINUTES FROM JUNE 6, 2016

Commissioner Bergeron made a motion to accept the June 6, 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. It included the Cash balances at TDBank which equal \$1.4 million. Of that amount, \$559,000 of that is System Development Fees, the rest is Capital Reserve /Replacement and Sewer Debt Reserve. There is now 1.5 million in the Trustees account with the addition of the \$600,000 settlement from Graves Engineering. Chairman Baines asked if the outstanding bills from Graves that were released as part of the settlement affect the budget surplus. He was told that they did not, as the outstanding bills were from a different fiscal year, and had already been reported.

After recording all known expenses for June, there is now a conservative projected surplus of \$173,000 from the 2016 budget. After some discussion, it was decided to encumber part of the surplus as follows:

- \$100,000 for future sludge hauling
- Up to \$50,000 for legal services
- Balance of the \$4,500 for the contract with Underwood Engineering (the balance is \$3840.36)
- Balance of the \$10,000 for the contract for a study by Underwood Engineering (balance is currently \$5791.36)
- Up to \$4000 to AAA Pump
- Up to \$3000 to the Holland Company

Commissioner Kotowski made a motion to encumber up to \$167,000 for these expenses, Commissioner Bergeron seconded. All in favor, motion carried unanimously.

There was also discussion regarding getting the Wastewater Facility on the list for the revolving loan funds to qualify for up to \$30,000 for an asset management program. It would entail getting a computerized system to track Sewer Facility assets and formulate a replacement schedule. Commissioner Bergeron made a motion to begin the process, Commissioner Kotowski seconded. All in favor, motion carried unanimously.

SUPERINTENDENT'S REPORT

HUMMINGBIRD LANE – The line has been fixed as best as it can. However it is still not ideal.

TESTING – The lab is still having a problem with getting normal readings for BOD's. The test results are all over the place. Very high one day, normal the next. Staff has cleaned out everything used for testing, but are still having the problem.

BROX – Brox will not be starting the wash process until late July or early August. Everything has been set up to start but they are waiting for equipment.

EFFLUENT PUMP – The pump has died permanently. A new one has been ordered, the back-up is in use. There will be a high water bill during this period due to the problems with the pump and having to use town water while trying to fix it.

25 STIRLING AVENUE – Through a conversation with Central Hooksett Water it was found that the house located at 25 Stirling Avenue has an accessory apartment. A letter will be sent to the owners regarding the permit and system development fees.

SCHEDULED APPOINTMENTS

There were no scheduled appointments.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

NON-PUBLIC SESSION

The Board did not go into non-public session.

PUBLIC INPUT

There was no public input.

ADJOURNMENT

Commissioner Kotowski motioned to adjourn at 1:35 PM, Commissioner Bergeron seconded. All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Frank Kotowski
Clerk