

Hooksett Sewer Commission
August 1, 2016
Minutes

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

APPROVE & SIGN MINUTES FROM JULY 18, 2016

Commissioner Bergeron made a motion to accept the July 18, 2016 minutes as read. Commissioner Kotowski seconded. Motion carried unanimously.

APPROVE AND SIGN MANIFESTS

READ CORRESPONDENCE

FINANCIAL REPORT – Guy Beloin – Mr. Beloin – Chairman Baines asked about the Capital Reserve fund line item that seemed to be missing the \$600,000 settlement. Mr. Beloin stated that it did as he had not received the bank statement containing the deposit and it was left off the report. It is there and will be included in the next report. The Sewer Checking account is at \$234,000 which is in good shape, and the debt service payment has been made.

Mr. Beloin went over balances for accounts and currently there is 1.595 million in the Capital Trustee account, with \$474,000 earmarked for work on the Lilac Bridge. Currently this account is earning 2% interest. He then went over different reports. The liabilities from last year to this have decreased with the \$107,000 that was owed to Graves Engineering that has been forgiven as per agreement. The total line item for wages and benefits was budgeted for \$742,000 but only \$635,000 was spent. The sewer debt service was right on point, and there is still a cushion of funds if there is a problem saving funds for the payment during the next fiscal year. Sewer use charges were up 1.88% over last year. After review of other income and expense items, Mr. Beloin stated that there is \$17,576 left over from the 2016 budget.

SUPERINTENDENT’S REPORT

TIF INFORMATION – Supt. Kudrick discussed how Pembroke broke down expenses to taxpayers for their TIF districts.

IN-LAW/ACCESSORY APARTMENTS – Bethany Hague was able to obtain a list of all residences with accessory apartments from the Assessing Department (much thanks to Elayne Pierson). It was found that there were 12 residences that had these units that the Sewer Commission did not know about. Seven are from 2011 or older, and will start being charged the extra “rent” fee on their bills. They have been notified by letter that this will occur. However, four of the units were built in 2013 and one was built in 2014. Once again, there was no notice given to the Sewer Commission about these units from the Town. After some discussion, it was decided that staff would contact other sewer departments to see what they did in regards to recouping fees owed for these units.

SCHEDULED APPOINTMENTS

There were no scheduled appointments.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

NON-PUBLIC SESSION

At 1:20 PM Commissioner Bergeron motioned to go into Non-Public Session under RSA 91-A:3II (a). Commissioner Kotowski seconded. All in favor. At 1:50 PM the Commissioners came out of non public session. Based on a favorable review, John Clark's raise of 2% was approved.

PUBLIC INPUT

There was no public input.

ADJOURNMENT

Commissioner Kotowski motioned to adjourn at 1:52 PM, Commissioner Bergeron seconded. All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Frank Kotowski
Clerk