

**Hooksett Sewer Commission**  
**September 19, 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, Town Councilman Don Winterton and Bethany Hague.

**APPROVE & SIGN MINUTES FROM SEPTEMBER 12, 2016**

Commissioner Kotowski made a motion to accept the September 12, 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 cash balances as of August 31, 2016. The funds invested in the Trustee account accrued over \$17,000 in interest, but that should not be considered the norm. Chariman Baines asked if the rental fee the Plant was receiving from Old Castle for the land lease at the Industrial Park could be earmarked specifically for reclamation and landscaping when Brox is finished using the land next to the Treatment Plant that will then be given to the Sewer Commission. After some discussion, it was decided that Supt. Kudrick would include the \$12,000 in a line item in the 2017 budget that will then be invested in a trustee fund at the end of the fiscal year.

**SUPERINTENDENT’S REPORT**

**BUDGET** – Supt. Kudrick asked if the budget was ready to go to the Budget Committee once he added the new line item. He was told he could submit it.

**BROX** – A test run of the system was performed last week. There were a few bugs found in the system that needed to be addressed, but they would like to run the system for a least a month once those are fixed.

**TRI-AXLE** – The engine light came on again. It is same problem as before.

**ACCESSORY APARTMENTS** – Supt. Kudrick asked what the Board’s preference was regarding the accessory apartments that were installed without the Sewer Commission’s knowledge and without paying permit and SDF fees. After some discussion, it was decided that these units were going to be charged the \$1500 SDF fee and \$50 Permit fee. Homeowners can come and speak with the Board regarding the fees, but all would be treated the same and the fee has to be paid. The Board also decided that they would give the homeowners until December 1, 2017 to pay the fees, at which time any unpaid amounts would be turned over to the Tax Collector.

## **SCHEDULED APPOINTMENTS**

There were no schedule 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 1:13 PM, Commissioner Bergeron seconded. All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Frank Kotowski  
Clerk