

Hooksett Sewer Commission
January 23, 2017
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, Town Councilman Don Winterton and Bethany Hague.

APPROVE & SIGN MINUTES FROM JANUARY 9, 2016

Commissioner Bergeron made a motion to accept the January 9, 2016 minutes as read. Commissioner Kotowski seconded. Motion carried unanimously.

APPROVE AND SIGN MANIFESTS

READ CORRESPONDENCE

FINANCIAL REPORT – Mr. Beloin submitted his report to the Commissioners. It included information on the TD Bank Investment accounts, cash balances, profit and loss statements and information on the proposed property enhancement reserve account. For the profit and lost actual versus budget statement, Mr. Beloin pointed out that 8% of the 11.13% increase in sewer use charges was due to the 8% raise in sewer rates that began with the July billing. Engineering and Legal fees were higher due to the court case and review of plant operations. Mr. Beloin has spoken with Christine Soucie in the Finance Department and was told that she just needed the amount and the description of the Property Enhancing line item to begin setting up the account. Payment could then go in to that fund in June.

SUPERINTENDENT’S REPORT

SIGN FOR PLANT – The Commissioners gave the ok to have the sign manufactured with the date of the upgrade to the plant.

LILAC BRIDGE PLANS – Supt. Kudrick asked if the Commissioners would like to have an independent engineer go over the plans involving the sewer line across the new bridge. Commissioner Kotowski said that he would approve of the review only if the money for it came out of the amount the Sewer Commission is giving towards the bridge. That was acceptable to all and they told Supt. Kudrick to hire Don Graves of Graves Engineering to review the plans.

SCHEDULED APPOINTMENTS

UNDERWOOD ENGINEERING – *Dave Mercier and Steve Clifton*- These gentleman came back with a proposal for engineering the scope of work to perform upgrades to the plant. After reviewing the proposal, the Commission was in agreement that if it was acceptable to Supt. Kudrick, then Underwood should move forward and come back with a contract and numbers. They will come back to the next meeting with that information.

DISCUSSION OF ALLEGED LEIN – *Attorney David Campbell and Ron Corriveau from Manchester Sand and Gravel-* Eric Stevenson from Brox had contacted the Sewer Commission regarding the land located across from the Commission’s at the Industrial Park that Brox is considering purchasing from Manchester Sand and Gravel. During the title search a reference to a \$50,000 lien was found. Atty. Campbell investigated farther into the matter, and found that a formal lien was never put on the property by the Sewer Commission. This *proposed* lien was only referenced in the terms of sale documents distributed at the time of the foreclosure auction for the property. There were no formal lien documents submitted. As no formal lien was put on the property, Atty. Campbell was asking that the Sewer Commission submit a letter to Manchester Sand and Gravel stating that there was no lien on the property to enable the sale to go through in a timely manner. Commissioner Kotowski made a motion to send the letter, Commissioner Bergeron seconded. All in favor, motion carried unanimously.

SNHU – Jeff Kevan TF Moran – Mr. Kevan came before the board to discuss the use of the old CB Sullivan Building by SNHU. They will be using the old warehouse for the programs that will be transferred from Daniel Webster College. They believe that they will have 200 students and 9 employees at the facility. This will add 1685 more gallons per day than when the warehouse was in operation. They plan to use this building for two years before transferring the program to the main campus, but at that time they will come back and discuss what is happening with the Sewer Commission. Supt. Kudrick will review the plans and numbers and contact Mr. Kevan with the amount owed for fees.

REDUCTION OF SIZE OF GREASE TRAP - Tapas at Granite Hill - Matthew Jordan Owner, Jeff Horn from Grease Guardian- Mr. Jordan came back to discuss the size of the Grease Guardian Grease Trap that he will install at his new restaurant. At the last meeting he had attended he had agreed to put in a 50lb unit. However Mr. Horn has told him that that size grease trap is oversized for the number of sink bays Mr. Jordan would be using. Now he and Mr. Jordan have come before the board to ask if he could put in the 25lb Grease Guardian instead. After some discussion, Commissioner Kotowski made a motion to agree to the reduction of the grease trap from 50lb to 25lb. Commissioner Bergeron seconded. All in favor, motion carried unanimously.

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 1:37 PM, Commissioner Bergeron seconded.
All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Frank Kotowski
Clerk