

**Hooksett Sewer Commission**  
**May 1, 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, and Bethany Hague.

**APPROVE & SIGN MINUTES FROM APRIL 17, 2017**

Commissioner Kotowski made a motion to correct the minutes of April 17, 2017. The \$10,000 from Eversource should have been invested in a new Capital Reserve account with the Trustees of the Trust Funds. This \$10,000 will be moved from the Capital Reserve Account “Plant and Composting Improvements” to the new Capital Reserve Account “Property Enhancements”. Chairman Baines seconded, all in favor motion carried unanimously.

Commissioner Kotowski made a motion to accept the April 17, 2017 minutes as amended. Chairman Baines seconded. Motion carried unanimously.

**APPROVE AND SIGN MANIFESTS**

**READ CORRESPONDENCE**

**FINANCIAL REPORT** – There was no financial report.

**SUPERINTENDENT’S REPORT**

**RIVER** – Eversource is dropping the river 6 feet from July 11<sup>th</sup> through the 28<sup>th</sup>. As the outfall will then be exposed, Supt. Kudrick would like to have it rebuilt as it has not been worked on since 1991. He would like Underwood to help them obtain the wetlands permit for the work.

**LILAC BRIDGE** – Plans are going forward with the demolition and construction. The Swett company has 240 days for completion of the project once they sign the contract. They will be using the holding tank on the west side of the river that the Commission installed, but will provide all the equipment for pumping. There will be only a one-year warranty on the piping on the bridge.

**BLOWER MOTOR** – Chairman Baines asked about the blower motor and if Supt. Kudrick had found out what went wrong. Supt. Kudrick informed him that the shaft had broke and the company was unsure if it was caused by the plant or the company. They are going to be splitting the cost of the new motor.

**NATIONAL GUARD** – Chairman Baines also asked Supt. Kudrick about the progress of the National Guard Building. Supt. Kudrick informed him that they have to dig test pits to find drainage and water lines.

**BROX** – Brox has started up again for the season diverting the outfall water to their plant.

**OPEN POSITION** – There has been no response to the advertisement for the open position at the plant. Chairman Baines told Supt. Kudrick that he should wait before changing anything in the listing.

**SEWER COMMISSION BUILDING ROOF**– Supt. Kudrick has gotten a couple of estimates on a new roof for the office, but will get more. The current quote for new shingles is \$9900, while a new metal roof is \$15,700.

### **SCHEDULED APPOINTMENTS**

**UNDERWOOD – *David Mercier*** – Mr. Mercier came to discuss a couple of points in the work that will be performed at the plant. The question of installing a new type of screen for the continuation of the work was discussed, but it was decided to stay consistent with all the screens throughout the project. Although Krueger is no longer manufacturing the current screens, they can be manufactured by anyone. There was also discussion about how to start using tanks 1 & 2.

**SNHU – *Jeff Kevan, TF Moran*** – Mr. Moran came before the board to briefly go over the plans for the new dorm SNHU would like to begin construction of by the fall of 2017. This dorm will take over beds from current dorms that will be demolished. The plan is that as soon as the students are out of the Chocorua, Winnisquam and Kearsarge dorms at the end of this month, these dorms will be taken down. He was informed that Supt. Kudrick would need a plan of all the services that are going to be discontinued and their locations. Supt. Kudrick will also need to be onsite when they take out/plug the connections.

Mr. Kevan then told them that before the new dorm comes on line in 2018, the Greeley, Whittier, Winnepesaukee, Merrimack and Ossipee dorms will come down. According to the numbers SNHU has the total exchange for old and new dorm beds should be even. If that is found to be incorrect, SNHU is aware that extra fees may need to be paid.

### **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 1:58 PM, Commissioner Bergeron seconded.  
All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Frank Kotowski  
Clerk