

Hooksett Sewer Commission
March 5, 2018
Minutes

| INITIAL | COMMENTS |
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The meeting was called to order at 12:00pm. Present were: Chairman Sidney Baines, Commissioner Frank Kotowski, Commissioner Roger Bergeron, Superintendent Bruce Kudrick and Kim Langlois.

Approve and Sign Minutes from February 12, 2018

Commissioner Roger Bergeron made motion to accept the February 12, 2108 Minutes as read. Commissioner Frank Kotowski seconded. Motion was carried unanimously.

Chairman Sidney Baines made motion to accept the workshop minutes for February 16, 2018 as read. Commissioner Roger Bergeron seconded. Motion was carried unanimously. (Commissioner Frank Kotowski was excused from that workshop)

Approve and Sign Manifests

Read Correspondence

Financial Report: There was no financial report

Scheduled Appointments: 1:00pm Rene Labranche and Dan Tatem from Stantec, RE: Proposal

Rene and Dan came in to answer any questions that the Commission may have regarding the engineering proposal they submitted for the potential work to be done on 3A. Dan and Rene also handed out a breakdown of what was included in their proposal (a copy is attached). They went through the list and discussed each item briefly. Commissioner Frank Kotowski made motion to sign Stantec's contract/agreement to do the engineering estimate on 3A. Commissioner Roger Bergeron seconded, the motion carried unanimously. The Commission also asked for Stantec to attend The EDC's meeting at the town hall on March 21, 2018 at 5:00pm. The meeting is regarding Route 3A. Rene and Dan said that they would attend.

Superintendent's Report:

Berry Hill:

Work on Berry Hill started up again about two weeks ago. They are extending the sewer line for an additional 10 units. The first unit has already been sold and the foundation is in. Testing still needs to be done. Bruce will still need to TV lines and check manhole covers amongst other things.

NPDES Permit:

Bruce discussed the process of renewing the permit for the Plant, it has to be done every five years. He has Underwood Engineering looking over his work to make sure it is accurate and that there are no omissions. Once Underwood is done reviewing it, Bruce will mail it out to EPA and the State. The current permit is valid until August 5, 2018.

Dump Truck:

The Tri Axle truck broke down in Merrimack on Friday March 2, 2018. It is believed that one of the air cylinders broke, which causes there to be no pressure in the breaks. The truck had to be towed to a Garage in Allenstown, the truck should be back at the plant on March 6, 2018. This is the second time this had happened with this truck and it is only four years old. Bruce is having all the canisters replaced in hopes that the truck will be good for another two years.

Old Business: None

New Business: -Meeting at Town Hall on 3/21/2018 at 5:00 regarding 3A

-Next Commissioner's meeting is Monday March 19th, 2018

- The Commissioners voted unanimously for Stantec to do the Engineering estimate on crossing the river


Non Public Session: The Commission went into Non-public session at 12:40pm per 91A:3 2A. No decisions were made and they came out of non-public session at 1:00pm.

The Commission went back into non-public session at 1:30pm per 91A:3 2A. After a favorable "end of probation review", the Commissioner's voted unanimously to give Kim Langlois a 2% increase. The commissioner's came out of non-public session at 1:45pm.

Public input: There was none

Adjournment: Commissioner Frank Kotowski made motion to adjourn at 1:46pm, Commissioner Roger Bergeron seconded. Motion was carried unanimously.

Respectfully Submitted


Frank Kotowski

Clerk

Route 3A Pump Station Kick-Off Meeting Notes

March 5, 2018

Engineering Costs

1. Verify Elevations – If intermediate pump stations are not needed, we will report
2. Develop estimated flows from Exit 10 and Exit 11
 - a. Use existing flow data (check Bass Pro numbers)
 - b. Meet with Planning and discuss potential build out of Exit 11 and available land around Exit 10
3. Reach out to Environmental Permitting Agencies
 - a. Identify required Permits/Studies
 - b. Application preparation costs
 - c. Permit Fees
4. Soil borings under river and on riverbanks
 - a. Contact soil boring contractors for prices
5. Pan Am Railways
 - a. Contact Pan Am Project Manager to get understand design related costs and insurance requirements associated with crossing under RR
6. Construction Phase Engineering Services
 - a. Bidding
 - b. Construction Administration
 - c. Construction Monitoring

Construction Cost Estimate

1. Limit of work items, covered by cost estimate
2. Contact Pan Am Project Manager to understand construction-related costs and insurance requirements associated with crossing under RR

Deliverables

1. Cost estimate for engineering design & permitting, including:
 - a. Written memo, summarizing assumed parameters used to generate the design and permitting estimate
 - b. Survey
 - c. Soil borings
 - d. Design
 - e. Meetings
 - f. Permitting
 - g. Easements
 - h. Construction Phase Engineering Services

2. Cost estimate for Construction
 - a. Written memo, summarizing assumptions used to generate the construction estimate
 - b. Construction cost estimate, summarizing the costs for:
 - i. Pump Station
 - ii. Gravity sewer mains to Route 3A (north and south)
 - iii. Force mains under the river
 - iv. Connection to exiting interceptor
 - v. Construction Phase Engineering Services