

Hooksett Sewer Commission
Minutes
August 20, 2018

INITIAL	COMMENTS
B	
FK	
JRL	

This meeting was called to order at 12:00pm. Present were Chairman Sidney Baines, Commissioner Frank Kotowski, Commissioner Richard Bairam and Superintendent Bruce Kudrick.

Approve and Sign Manifests

Approve August 6, 2018 meeting and workshop minutes: Commissioner Frank Kotowski made motion to accept the August 6, 2018 meeting and workshop minutes as read. Commissioner Richard Bairam seconded, all in favor, the motion was carried unanimously.

Read Correspondence

Financial Report: None

Schedules Appointments: 12:15pm Ron Breton RE: Waste Water Disposal Agreement
12:30pm TBuck Progress Meeting

Ron Breton: The original waste water agreement was between Eversource and the Hooksett Sewer Commission. GSP (Granite Source Power) purchased assets from Eversource in January of 2018. Ron Breton is looking for the Sewer Commission to give relief to GSP in the way of what they are charged for dumping Grey Water at the plant, versus how they used to charge Eversource which was a much larger company. Ron said that the agreement would stay the same they are just looking for a reduction in fees. Chairman Sidney Baines suggested that GSP pay \$10,000 up front and the Sewer Commission will deduct money from that \$10,000 each time they dump at the plant. GSP would not be charged again until the \$10,000 was exhausted. Ron Breton was content with this suggestion and it was asked of him to write up a new agreement to be sent over and reviewed by the Commission.

TBuck: Attached please find the Agenda and Minutes from the progress meeting written up by Underwood Engineers, Inc.

Superintendent's Report:

Generator: Bruce had an electrician come out to service the generator. A faulty transfer switch was found. The electrician temporarily fixed the transfer switch until the new switch which is on order comes in.

SNHU: Bruce is doing a smoke test at SNHU to see why the flow at the pump station increases in that area so drastically when we get heavy rains. The normal flow is around 625,000 gallons and during heavy rains it is over 1 million. A smoke test will determine where the extra flow is coming from. Bruce is in contact with SNHU, they are working on setting up a date and time for the smoke test to be completed.

Accurate Tree Services: Accurate tree services have been hired by the Sewer Commission to clear brush and trees on an easement between Mega X and Johnny's Pizza. They will clear 1800 feet around the easement area so that Bruce can assess the manhole in that area. It was discovered that tree roots have grown into the manhole while Bruce was doing routine sewer line maintenance. The cost of having the area cleared will be \$2500.00. The price could increase if Accurate needs to bring in a crane to take down larger trees.

Asset Management: Ryleigh O'Keefe and Rick Blackwelder have been out finding manhole locations for the asset Management program. Ryleigh has also been writing up SOP (standard operation procedures) for each pump station that will be used in the Asset Management Program. The \$30,000 dollar grant that the Sewer Commission applied for will pay for all the work that is being done to this program. Bruce asked that the commission consider increasing the hourly amount for Ryleigh to \$10/hour for the remainder of the work she has left to do. The commission agreed to give her the increase.

Main Street Pump Station: The ground area near the main street pump station washed out last year and it is happening again this year. The ground area was dug up and Bruce had large rocks put into the hole, refilled it and put new loam on the top in hopes that will help it from washing out again. The new area for the main street pump station needs to be surveyed. The cost to do so will be around \$6500.00.

Violations: At the last Commissioners meeting Bruce had stated that they had 3 violations, this was incorrect. After looking over his final numbers he realized the plant had 6 violations. All individuals that need to be informed of this information have been contacted. The reason for the violations was due to switching from one clarifier to another.

Old Business: Berry Hill Bond: Commissioner Frank Kotowski would like to maintain the current bond until the end of this developmental phase is completed and then they will approach the subject again. Commissioner Frank Kotowski made motion to keep the Berry Hill Bond as is until the current developmental phase is completed, Commissioner Richard Bairam seconded, all in favor, the motion was carried unanimously.

New Business: Next Commissioner's meeting is scheduled for Monday September 10, 2018.

The next TBuck progress meeting is also scheduled for this date at 12:30pm.

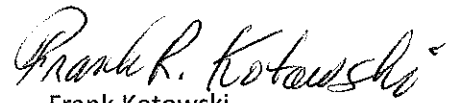
A week from Wednesday August 22, 2108 pipe will start being dropped at the sight of the river crossing

Non Public: The Commission went into Non Public Session at 1:35pm in accordance with RSA 91-A:3, II c Employee increases were discussed, no decisions were made. The commission came out of non public session at 1:55pm.

Public Input: None

Adjournment: Commissioner Frank Kotowski made motion to adjourn at 1:56pm, Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously.

Respectfully submitted,

A handwritten signature in black ink that reads "Frank R. Kotowski". The signature is written in a cursive style with a prominent initial "F" and "K".

Frank Kotowski

Clerk

**Hooksett Sewer Commission
Hooksett, NH
Phase III Capital Improvements**

INITIAL	COMMENTS
B	

Construction Progress Meeting No. 05 Agenda

**12:30 p.m – Monday, August 20, 2018
Hooksett Wastewater Treatment Facility**

Attendees

Sid Baines
Frank Kotowski
Turk Bairam
Bruce Kudrick
Kim Langlois
Donald Winterton
David Mercier, PE
Margaret Blank, PE
Terry Buck
Tim Cunningham
Dan Dudley
Dave Cloutier

Chairman
Commissioner
Commissioner
Superintendent
Clerk
Councilman
Senior Project Manager
Senior Project Engineer
Owner
Superintendent
Construction Review
CWSRF Program Specialist

Representing

Hooksett Sewer Commission
Hooksett Sewer Commission
Hooksett Sewer Commission
Hooksett Sewer Commission
Hooksett Sewer Commission
Hooksett Town Council
Underwood Engineers
Underwood Engineers
T. Buck Construction, Inc.
T. Buck Construction, Inc.
NHDES
NHDES

PROJECT SUMMARY

Contract Start Date: May 7, 2018
Substantial Completion: September 2, 2018 / 120 days.
Final Completion: October 2, 2018 / 150 days.
Contract Time Elapsed: 88 days / 91% to substantial completion (as of meeting date).
Contract Amount: \$634,670.84 (includes C.O. #3)
Amount Billed to Date: \$437,760.98 / 69.0% (Pay Req # 4)

NEW BUSINESS

1. Contact List

See attached. Should Jack be added?

2. Submittals

Current submittal log attached.

- Reviews outstanding.
 - None.
- O&M Manuals. T. Buck to submit O&M's for blower, chemical feed pumps, mixer and VFD's.

3. Request for Information

Current RFI/ESI log attached. Includes ESI No. 24.

4. Work Completed to Date

Completed since Project Meeting No. 4:

- Tank coring and demolition completed.
- All screens and air spargers installed in IFAS Tank 3.

5. Schedule of Work for the Next Two Weeks

- **T. Buck to provide updated schedule (required for each progress meeting)**
- Complete installation of air pipe.
- Complete blower installation.
- Complete pump room modifications.
- Complete chemical feed pump installation.
- Start-up blower/pumps/mixer.
- Transfer disks back to IFAS Train 2.
- Note: Sludge line repair and new stop gate to be installed after substantial completion.

6. Change Order Items

- CO #4 –
 - o Modifications to screen support legs.
- Pending change order items
 - o New grating and stop gate at splitter box.
 - o Relocate small electrical box for NRCY leak detection in electrical/blower room.

7. Payment Request Status

- Payment request No. 4 has been submitted for payment.

8. Construction Issues

- Tim is back as superintendent until the end of the project.
- T. Buck to call Underwood Concord (230-9898) if Margaret is unreachable.
- Schedule for completion. Town does not want disk transfer back to Train 2 to occur heading into a weekend or the holiday.

9. Other

The next progress meeting will be held at the Hooksett Wastewater Treatment Facility on:

Monday, September 10th, 2018 at 12:30 p.m.

Copies to:

Hooksett, NH
Hooksett Sewer Commission
Phase III Capital Improvements Project
Construction Phase Contacts List
May, 2018

Name	Voice	Fax	E-Mail	Address
Bruce Kudrick <i>Superintendent</i>	(603) 485-7000	(603) 485-4306	hooksettsewer@comcast.net	Hooksett Sewer Commission 1 Egawes Drive Hooksett, NH 03016
David Mercier <i>Senior Project Manager</i>	(603) 230-9898 Cell: (603) 203-9277	(603) 230-9899	dmercier@underwoodengineers.com	Underwood Engineers, Inc. 99 North State Street Concord, NH 03301
Margaret Blank <i>Project Engineer</i>	(603) 230 9898 Cell: (305) 731-6684	(603) 230-9899	mblank@underwoodengineers.com	Underwood Engineers, Inc. 99 North State Street Concord, NH 03301
Daniel Jacobson <i>Project Engineer</i>	(603) 230 9898 Cell: (603) 809-2517	603) 230-9899	djacobson@underwoodengineers.com	Underwood Engineers, Inc. 99 North State Street Concord, NH 03301
Terry Buck <i>President</i>	(207) 783-6223	(207) 783-3970	terry@tbuckcon.net	T. Buck Construction, Inc 302B Auburn Road Turner, ME 04282
Mark McPheters <i>Project Manager</i>	(207) 783-6223 Cell: 207-754-8999	(207) 783-3970	mark@tbuckcon.net	T. Buck Construction, Inc 302B Auburn Road Turner, ME 04282
Tim Cunningham <i>Project Superintendent</i>	(207) 783-6223 Cell: (207) 592-4450	(207) 783-3970	trcunningham@tbuckcon.net	T. Buck Construction, Inc 302B Auburn Road Turner, ME 04282
Hooksett, NH POLICE	(603) 624-1560 Non-emergency		jbouchard@hooksettpolice.org (Janet Bouchard, Chief of Police)	Hooksett Police Department 15 Legends Drive Hooksett, NH 03016
Hooksett, NH FIRE	(603) 623-7272 Non-emergency	(603) 626-6742	jburkush@hooksettfire.org (James Burkush, Fire Chief)	Hooksett Police Department 15 Legends Drive Hooksett, NH 03016
Manchester, NH HOSPITAL	(603) 669-5300 Non-emergency			Elliot Hospital 1 Elliot Way Manchester, NH 03103

CONTRACTOR RFI LOG

Job No. 2160.22

T. Buck Construction
302B Auburn Road
Turner, ME
T (207) 783-6223
F (207) 783-3970

Town of Hooksett, NH
Phase 3 Capital Improvements

Underwood Engineers, Inc.
99 N. State Street
Concord, NH 03301
T (603) 230-9898

Contractor RFI #	Underwood ESI #	Date Received	Description	Spec./Plan Reference	UEI Contact	Date Returned	Remarks
1	1	1/11/2018	Air Piping Valves	P7	MEB	1/16/2018	Clarification of valve type/size
2	2	1/11/2018	PVC Conduit	E2	MEB	1/16/2018	Reviewed by SMR
3	3	1/11/2018	Chemical Feed Pump VFD's	E3	MEB	1/30/2018	Relocate to containment area wall
4	4	1/11/2018	Knife Valve Location	P9	MEB	1/30/2018	20" gate slides in clarifier splitter box
N/A	5	N/A	Increased diameter - air pipe	P1, P7	MEB	1/30/2018	Increase pipe diameter as noted
N/A	6	1/30/2018	Specification for slide gates	05860	MEB	2/1/2018	Provide spec for slide gates in response to RFI 4 follow-up questions.
N/A	7	N/A	MgOH tank coating	09900	MEB	2/9/2018	Provide spec for chemical storage tank coating.
5	8	2/6/2018	Check valves - air piping	15100	MEB	2/9/2018	Provide spec for check valves on air piping (contractor RFI #5)
6	9	2/6/2018	Ball valve -air piping	15100	MEB	2/9/2018	Provide spec for ball valves on air piping (contractor RFI #6)
7	10	2/6/2018	Clarify valve type - air piping	P7	MEB	2/9/2018	Respond to contractor RFI #7
8	11	2/6/2018	Size of valve (V4) - air piping	P7	MEB	2/9/2018	Respond to contractor RFI #8
9	12	2/8/2018	Silencer and BFV	P7	MEB	3/2/2018	Respond to contractor RFI #9
10	12	2/9/2018	Pressure switch/gauge	P7	MEB	3/2/2018	Respond to contractor RFI #10
11	14	2/13/2018	SS Check Valve	P7	MEB	2/23/2018	Respond to contractor RFI #11
12	12	2/22/2018	Silencer and valve	P7	MEB	3/2/2018	Respond to contractor RFI #12
13	12	2/23/2018	Blower piping	P7	MEB	3/2/2018	Respond to contractor RFI #13
14	13	2/23/2018	Blower piping - valve locations	P7	MEB	3/2/2018	Respond to contractor RFI #14
15	15	3/14/2018	Temporary Divider Plate	D3	MEB	4/5/2018	Respond to contractor RFI #15
16	16	5/3/2018	Demolition of rapid mix tank	D1	MEB	5/18/2018	Respond to contractor RFI #16
17	17	5/3/2018	DI pipe - splitter box	P9	MEB	5/18/2018	Respond to contractor RFI #17
18	18	5/3/2018	Blower piping - louver	P7	MEB	5/18/2018	Respond to contractor RFI #18
19(15)	19	5/3/2018	Splitter box dividing wall	D3/P9	MEB	5/18/2018	Respond to contractor RFI #19
19	20	6/13/2018	VFD indicator lights - clarification	Submittal #32	MEB	6/14/2018	Submittal #32 questions/clarification
19	21	7/13/2018	Vertical screen supports	P2	MEB	7/17/2018	Vertical supports were too long, needed to be shortened.
21	22	7/18/2018	VFD locations	E2, E3	MEB	7/20/2018	Chem pumps and VFD relocated. Switch for nitrate pumps to be relocated.
N/A	23	7/25/2018	Deflector plates	S3	MEB	7/25/2018	Deflector plate supports revised to accommodate 20-inch gates.
19	24	8/7/2018	Splitter box, chem feed room, drop pipe		MEB	8/17/2018	Revisions to splitter box.

INITIAL	COMMENTS
B	

**Hooksett Sewer Commission
Hooksett, NH
Phase III Capital Improvements**

Construction Progress Meeting No. 05 Minutes

**12:30 p.m – Monday, August 20, 2018
Hooksett Wastewater Treatment Facility**

Attendees

Sid Baines
Frank Kotowski
Turk Bairam
Bruce Kudrick
David Mercier, PE
Margaret Blank, PE
Terry Buck
Mark McPheters
Tim Cunningham
Jack Parshall
Dan Dudley

Chairman
Commissioner
Commissioner
Superintendent
Senior Project Manager
Senior Project Engineer
Owner
Project Manager
Superintendent
Acting Superintendent
Construction Review

Representing

Hooksett Sewer Commission
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Amount Billed to Date: \$437,760.98 / 69.0% (Pay Req # 4)

NEW BUSINESS

1. Contact List

See attached. Should Jack be added? **No.** Tim Cunningham will finish the project as superintendent.

2. Submittals

Current submittal log attached.

- Reviews outstanding.
 - None.
- O&M Manuals. T. Buck to submit O&M's for blower, chemical feed pumps, mixer, VFD's and slide gates. **Chemical feed pump O&M was included with submittal. UE will confirm.**
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3. Request for Information

Current RFI/ESI log attached. Includes ESI No. 24. **T. Buck requested additional structural details for stiffening the manual stop gate.**

4. Work Completed to Date

Completed since Project Meeting No. 4:

- Tank coring and demolition completed.
- All screens and air spargers installed in IFAS Tanks 3 and 4 **with the exception of grouting the vertical supports in Tank 4.**
- **Cores and sleeves for air in electrical room complete.**
- **Blower installation complete.**

5. Schedule of Work for the Next Two Weeks

- **T. Buck to provide updated schedule (required for each progress meeting)**
- Complete installation of air pipe.
- Complete pump room modifications.
- Complete chemical feed pump installation.
- Start-up blower and VFD's during the week after Labor Day. Startup chemical feed equipment (pumps, VFD's and mixer) the middle of next week.
- Transfer disks back to IFAS Train 2 as soon as possible after start up, but not immediately before a weekend or holiday (ie. not on a Thursday or Friday). **Targeting week of September 10.**
- Note: Sludge line repair and new stop gate to be installed after substantial completion. **Sludge line repair is scheduled for the week of September 17.**

6. Change Order Items

- CO #4 –
 - o Modifications to screen support legs.
- Pending change order items
 - o New grating and stop gate at splitter box. **T. Buck to provide pricing so this item can be included in Change Order No. 4.**
 - o Relocate small electrical box for NRCY leak detection in electrical/blower room. **Electrical subcontractor to provide a price.**

7. Payment Request Status

- Payment request No. 4 has been submitted for payment.

8. Construction Issues

- Tim is back as superintendent until the end of the project.
- T. Buck to call Underwood Concord (230-9898) if Margaret is unreachable.

- Schedule for completion. Town does not want disk transfer back to Train 2 to occur heading into a weekend or the holiday.
- **Commission to purchase first load of MgOH. UE will provide names of suppliers to Bruce.**
- **MgOH fill pipe enters the tank at the middle of the tank wall. T. Buck expressed concern about anchoring the pipe to the inside of the tank wall which has been coated, and suggested that the pipe be shortened to reach approximately 18 inches into the tank rather than going all the way to bottom. UE and the Commission agreed with that suggestion.**
- **At the last meeting it was decided that the chemical feed pumps would be installed one in front of the other – one near the containment wall and the other behind it close to the storage tank wall. However, that arrangement will make accessing the piping and valves difficult. The pumps will be installed in a stair step pattern such that the pump in the back toward the storage tank is above the pump in the front near the containment wall.**
- **Bruce requested that a pressure gauge be provided on the chemical feed pump discharge.**
- **The process for transferring media from IFAS Train 1 to IFAS Train 2 was discussed. The goal is to have a 30% fill fraction in each IFAS tank. That will be measured by lowering the water level to the extent possible and measuring the depth of the media.**

9. Other

- UE will provide media calculations to T. Buck.

The next progress meeting will be held at the Hooksett Wastewater Treatment Facility on:

Monday, September 10th, 2018 at 12:30 p.m.

Copies to: