

Hooksett Sewer Commission
May 20, 2019
Meeting Minutes

INITIAL	COMMENTS
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at	
FRK	

This meeting was called to order at 12:00pm. Present were Chairman Sidney Baines, Commissioner Richard Bairam, Superintendent Bruce Kudrick, Assistant Superintendent John Clark, Town Engineer Bruce Thomas, Guy Beloin and Kim Langlois. Commissioner Frank Kotowski was excused from this meeting.

Approve and Sign Manifest

Approve and Sign Workshop and Meeting Minutes

Commissioner Richard Bairam made motion to approve the meeting minutes from May 6, 2019. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously. Commissioner Richard Bairam made motion to approve the workshop minutes from May 13, 2019. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.

Read Correspondence

Financial Report Guy came in to give a brief overview of the Sewer Commissions accounts. New sewer rates were discussed for the 2020 calendar year. Rent fees for Residential, Commercial and Industrial customers would increase 1.34% (which is below the recommended consumer index of 2%). The new rates are as follows and would go into effect July 1 to be billed in January 2020.

Residential: \$36.00 increasing to \$36.50

Commercial: \$58.00 increasing to \$59.00

Industrial: \$90.00 increasing to \$91.00

Commissioner Richard Bairam made motion to approve the increase of Sewer Rent rates for July first usage to be billed in January 2020. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.

Guy also requested that \$28,410.25 be transferred from the trustees "Plant and Composting" account to the Sewer checking account to cover the cost of the invoice from Stantec.

Commissioner Richard Bairam made motion to transfer \$28,410.25 from the trustees "Plant and composting" account to the sewer checking account to cover the cost of the invoice from Stantec. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.

Scheduled Appointments: 12:00pm John Jackman (Hoyle Tanner) RE: **Asset Management**

John briefly discussed the progress made with the Asset Management program. He would like to set up a meeting in September to go over the asset management program with the commissioners and show them what has been done. Due to a deadline date being missed the Sewer Commission did not

qualify for the SRF that would have reimbursed any money spent on the Asset management program for the remainder of the year. John Jackman expressed the importance of continuing with the program to the sewer commission and asked if they would be willing to contribute money to be able to continue and not lose momentum with the progress being made in the program.

INITIAL	COMMENTS
<i>SRK</i>	

Chairman Sidney Baines made motion to cover expenses up to but not to exceed \$10,000 toward the Asset Management Program. Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously.

12:45pm Dan Tatum from Stantec RE: Pump Station

Dan suggested that the Sewer Commission go forward with putting the construction of the pump station out to bid ASAP. After the bids are submitted the sewer commission and Dan will set up a meeting to discuss and review where they are at with the town on getting state funds and a warrant article passed to continue with the pump station progress.

Commissioner Richard Bairam made motion to go forward with putting the construction of the pump station for 3A out to bid. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.

Superintendent's Report:

Bridge: Bruce and the guys at the plant TV'd the sewer lines at the bridge. Everything looked great.

Electrical: Richardson electric is down at the plant installing all the electrical needed for the dryer unit that is coming in July/August. While Richardson's electric was down at the plant, one of the motors on the blower burnt out. They were able to fix it while they were down at the plant.

Land Surveying: Bruce got a quote of \$1700.00 from SNH land surveying to come out and survey the property lines on the land behind the sewer commission office. Bruce asked the sewer commission's permission to go ahead and have SNH come out and start surveying. The commissioner's granted Bruce permission.

Land Clearing: Bruce got 3 quotes from three different companies to clear the land behind the sewer commission office. The first quote was for \$2205, the second was for \$2107 and the third was for \$1905. Bruce has to call one of the companies to make sure their quote is correct. There was some question as to the understanding of the project so Bruce wants to touch base with them for clarification. It was decided that a decision as to what company to go with will wait until the next meeting on June 3, 2019.

Old Business: None

New Business: The next Sewer Commission meeting is on June 3, 2019

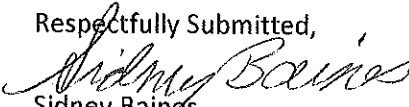
The office will be closed May 27, 2019 in observance of Memorial Day

Non Public: The sewer commission did not go into non-public

Public Input: None

Adjournment: Commissioner Richard Bairam made motion to adjourn at 12:50pm. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.

Respectfully Submitted,



Sidney Baines
Acting Clerk