

**Hooksett Sewer Commission
Meeting Minutes
December 1, 2020**

This meeting was called to order at 12:00pm. Present were Chairman Sidney Baines, Commissioner Richard Bairam, Superintendent Ken Conaty, Assistant Superintendent John Clark and Kim Langlois. Commissioner Frank Kotowski was excused from this meeting.

Approve and Sign Manifest

Approve meeting minutes from November 17, 2020 Commissioner Richard Bairam made motion to approve the meeting minutes from November 17, 2020. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.

Read Correspondence

Financial Report: None

Scheduled Appointments: None

Superintendent Conaty's report:

Plant: The lunchroom and office renovations are near completion down at the plant. Organization and cleaning are continuing as time permits.

Asset Management: The new laptops for asset management have arrived and have been set up.

Shincci dryer: The dryer temperature probe went bad. A portable probe has been being used and validated that the temperature probe on the dryer has in fact stopped working. RMI is working with the plant on finding a solution to fix the issue.

TIF Project: The Tif meeting was positive and the Town council meeting regarding Arleigh Greene and the property swap passed. Superintendent Conaty drafted up potential TIF District sewer connection fee regulations. (Attachment numbered 1). This list is a non-binding draft and was presented to the Sewer Commission to read over, make notes and suggestions on and will be discussed at a later date.

Phase III Plant upgrades: Underwood did a new hydraulic profile, which showed that the intermediate pump station that was in the original plant upgrades could be eliminated. This would be a significant savings to the Hooksett Sewer Commission. The State sent back questions regarding the upgrades which Dave Mercier from Underwood will answer.

Solar: Bobby from Revision Energy will be at the plant tomorrow for a meeting and tour of the solar array. Superintendent Conaty will get the O&M manuals and as- built prints at that time.

Main Street Pump Station: The Hooksett Sewer Commission is still waiting to hear from the American Legion in regards to an easement.

Other: General Electric has asked for a 3 month permit extension. Superintendent Conaty is working with them on this and will have a letter for the Commission to sign.

Pike knocked off a manhole cover, the sewer commission had it cleaned up and will send Pike the \$750.00 invoice.

Addendum: Superintendent Conaty presented the isolation plug addendum to the Hooksett Sewer Commission (Attachment numbered 4). This addendum is to be added to the sewer construction specifications. Commissioner Richard Bairam made motion to add the isolation plug addendum to the sewer construction specifications. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.

Old Business: None

New Business: The next sewer commission meeting will be on December 15, 2020.

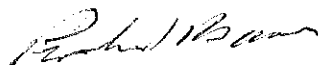
Superintendent Conaty requested a meeting get scheduled at 12:15pm on that date to discuss the University Heights townhouses.

Non-Public Session: At 12:32pm Chairman Sidney Baines made motion to go into non-public session under RSA 91-A:3,II(e). Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously. Commissioner Richard Bairam made motion to come out of non-public session at 12:40pm. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously. Chairman Sidney Baines made a motion to give Superintendent Conaty authorization to negotiate on the Hooksett Sewer Commissions behalf with Attorney Bob Lucic. Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously.

Public Input: None

Adjournment: Commissioner Richard Bairam made motion to adjourn at 12:41pm. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.

Respectfully Submitted,



Richard Bairam
Acting Clerk



Hooksett Wastewater Treatment Facility

Board of Sewer Commissioners
1 Egawes Drive
Hooksett, NH 03106
(603) 485-7000

TIF DISTRICT SEWER CONNECTION FEES

1. All connection fees are payable to the Hooksett Sewer Commission
2. Connection fees will be based upon actual water usage information when available- we recommend deduct meters for outside water usage
3. The Hooksett Sewer Commission is offering term financing of all sewer connections within the TIF district over five years at 0.0% interest.
4. Connection fee financing shall be paid in equal installments (20 installments) along with the quarterly sewer billing.
5. If property is sold or transferred remainder of connection fee payment is due in full upon said transfer.
6. If payments are not made in a timely manner late fees of \$ shall apply and service interruption may occur.
- ~~7. Other arrangements may be made on an individual basis.~~

Newcontractorlist

1 Egawes Drive • Hooksett, New Hampshire 03106
Tel (603) 485-7000 or 485-4112 Fax (603) 485-4306
Email: hooksettsewer@comcast.net Website: www.hooksettsewer.com



Hooksett Wastewater Treatment Facility

Board of Sewer Commissioners
1 Egawes Drive
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(603) 485-7000

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11/18/2020

ADDENDUM TO HOOKSETT SEWER CONSTRUCTION SPECIFICATIONS

2.5 F ISOLATION OF EXISTING TOWN SYSTEM

1. All development connections shall be isolated at the connection point to the town sewerage system.
2. Isolation shall be made by way of a mechanical plug supplied and owned by the Hooksett Wastewater Treatment Facility.
3. At no time shall this plug be removed by anyone other than an employee or agent of the Hooksett Wastewater Treatment Facility.
4. Removal/loss of the supplied plug shall result in a fine of \$5000.00.

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