

Hooksett Sewer Commission
Meeting Minutes
February 16, 2021

INITIALS	COMMENTS
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This meeting was called to order at 12:00pm. Present were Chairman Sidney Baines, Commissioner Frank Kotowski, Commissioner Richard Bairam, Superintendent Ken Conaty, Assistant Superintendent John Clark, Plant Consultant Bruce Kudrick and via Zoom Guy Beloin.

Approve and Sign Manifest

Approve Minutes from January 19, 2021: Commissioner Richard Bairam made motion to approve the meeting minutes from January 19, 2021. Commissioner Frank Kotowski seconded. All in favor, the motion was carried unanimously.

Read Correspondence

Financial Report: Guy connected with the sewer commission via zoom to give a brief overview on the Hooksett Sewer Commissions accounts.

- Commissioner Frank Kotowski made motion to transfer \$266,163.16 from the Hooksett Sewer Commission Trust-Plant & Composting account to the Hooksett Sewer Commission checking account for the Main Street Pump Station Assessment. Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously.
- Commissioner Frank Kotowski made motion to transfer \$21,285.50 from the Hooksett Sewer Commission Trust-Plant and Composting account to the Hooksett Sewer Commission checking account for the plant pellet dryer. Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously.
- Commissioner Frank Kotowski made motion to transfer \$3900.00 from the Hooksett Sewer Commission checking account to the Hooksett Sewer Commission-Trust property enhancements accounts for the second quarter fiscal year 2021 rent collected. Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously.
- Commissioner Frank Kotowski made motion to transfer \$42,000.00 in system development fees collected from the Hooksett Sewer Commission checking account to the Hooksett Sewer Commission Trust- Plant and Composting account for Wastewater Treatment Facility Phase 3A Capital improvements. Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously.
- Commissioner Frank Kotowski made motion to modify sewer rates from analysis for fiscal year 2022 (usage from July 1, 2021 through June 30, 2022) using as basis CPI-Urban for twelve months ended as of December 2020. The usage rate would go from \$6.35 to \$6.45. Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously.

- Commissioner Frank Kotowski made motion to write off impaired Composting Plant Expansion asset balance of \$267,118.44 with no effect on cash or budget, i.e. depreciation expense. Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously.

Scheduled Appointments: None

Superintendent Conaty's Report:

Office: Pro Technologies will be coming out tomorrow to look at the upgrades needed for the office fire/burglar alarm system.

Plant: The Plant continues to be shut down to all unnecessary visitors.

Dryer Pilot: The new bypass conveyor that was installed is working well.

Solar Project: The solar panels are finally running at 100%. Superintendent Conaty is working with Revision Energy on billing issue.

Other: Berry Hill requested a bond reduction. Commissioner Frank Kotowski made motion to approve a bond reduction for the Berry Hill project from \$258,300.00 to \$64,600.00. Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously.

Old Business: None

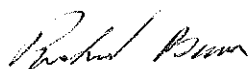
New Business: The next Sewer Commissioners Meeting is on March 2, 2021.

None Public Session: At 1:00pm Commissioner Frank Kotowski 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. At 1:15pm Commissioner Richard Bairam made motion to come out of non-public session. Commissioner Frank Kotowski seconded. All in favor, the motion was carried unanimously.

Public Input: None

Adjournment: Commissioner Richard Bairam made motion to adjourn at 1:32pm. Commissioner Frank Kotowski seconded. All in favor, the motion was carried unanimously.

Respectfully Submitted,



RICHARD BAIRAM