

Hooksett Sewer Commission  
October 4, 2022  
Meeting Minutes

INITIAL	COMMENTS
<u>B</u>	<u>COMMITMENT</u>

This meeting was called to order at 12:00pm. Present were Chairman Sidney Baines, Commissioner Richard Bairam, Commissioner Robert Duhaime, Superintendent Ken Conaty, Assistant Superintendent John Clark, Guy Beloin and Kim Langlois.

**Approve and Sign manifest**

**Approve and Sign Quarter 4 Billing Warrant:** Commissioner Robert Duahime made motion to approve the Quarter 4 2022 billing warrant. Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously.

**Approve Minutes:** Commissioner Richard Bairam made motion to approve the workshop and meeting minutes from September 20, 2022. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.

\*It was noted in the meeting that the date listed on the agenda for the approval of the minutes was incorrect. The agenda read September 18<sup>th</sup> when the meeting was September 20<sup>th</sup> that was being approved.

**Read Correspondence**

**Financial Report:** Guy came in to give the sewer commission a brief overview of the Hooksett Sewer Commission accounts. Guy went over a breakdown of the financial obligation the Hooksett Sewer Commission has with ongoing projects.

**Scheduled Appointments:** 12:05pm Ridgeback Storage **RE: Plan Approval** (Doug McGuire from Dubay Group) Doug presented the plans for 1461 Hooksett Road and Thames Road. The Hooksett Road entrance would be a unmanned, security gated, storage lot for cars, RV's, boats and other vehicles. The public could rent spaces to park such vehicles. Access to the lot would be permitted with a coded key pad. No sewer services would be required at this location. The Thames road entrance would house a 10,080 sq ft, 7 unit commercial building. Each unit would be 1500 sq ft. These would be rentable contractor based units. 43 parking spaces would also be available to accommodate business needs. There would be water and sewer at this location. Superintendent Ken Conaty and Assistant Superintendent John Clark had already reviewed the plans and gave their approval. The Sewer Commission also gave their approval for the presented plans. Superintendent Conaty requested 3 copies of plans for stamping.

**Superintendent Conaty's Report:**

**Plant:**

- Still running excellent discharge numbers

- 2023-2024 budget has been sent to the budget committee. Superintendent Ken Conaty is scheduled to meet with them on October 27, 2022 at 6:30pm.
- Superintendent Ken Conaty was informed that the cost of dental will increase 1.5% and the cost for health insurance will increase .5%.

**TIF Project:**

- Underwood has completed the design of the pump station. Bids were awarded, PRB was awarded the pump station contract and Park Construction was awarded the pipeline contract. Superintendent Ken Conaty stated that all prices came in within 3% of the agreement.

**Phase 3A Plant Upgrades:**

- BNR tanks are demolished, four new interior walls are poured, one more will be poured on Thursday, center beam and IFAS fills, this will be 70 yards of concrete.
- Underground piping is started
- Headwork's-both screens running, lights installed, walls replaced and rear walls repaired. A garage door should be installed soon.
- There is a construction meeting at 1:00pm today.
- Superintendent Conaty provided the Commissioners with two up-charge sheets (see attachment 1 and 2). He stated that these would be discussed in the construction meeting at 1:00pm.

**Solar:**

- Assistant Superintendent John Clark went over the solar analysis form with the Sewer Commission (See attachment 3). Chairman Sidney Baines wanted it noted in the minutes that without the solar farm the Hooksett Sewer Commission would have paid \$25,589.95 for the month of August rather than the \$4000.00 it did pay.
- Assistant Superintendent John Clark stated that they are still waiting to finish up the fence relocation. Materials PRB is using for the upgrades at the plant are in the way.
- Assistant Superintendent John Clark has a phone call in to Superb Horticulture to try to located where the mower is that was ordered.

**Force Main Replacement/Martin's Ferry Pump Station upgrades:**

- Waiting on design, Superintendent Conaty needs to meet with the bark mulch company.

**Dewatering Upgrade/Pilot Study:**

- Loan Application in process. Two apps ARPA and SRF
- Waiting on equipment pricing to move forward on design.

**Asset Management:**

- Work orders are progressing
- Working on Risk Assessment

- Superintendent Conaty was asked to speak at next year's Asset Management conference. This should take place sometime in November of 2023.

**Other:**

- Superintendent Conaty is waiting on prices and parts to continue working with EII on radio communications.
- The new car wash/ dog wash project located at 1554 Hooksett Road is making a lot of progress. They will start working on sewer today or tomorrow. Superintendent Conaty said they have been great to work with.
- Progress continues at the Marmon Aerospace building.
- Superintendent Conaty believes Eversource may have decided to do something different with their plans on a new building. He believes this may be why he has not heard anything from them.
- The water Otter training platform is starting next week.
- The Rowing club approached Superintendent Conaty and asked if they could temporarily store fifteen hundred yards of fill (that they received for free to level out their property) on our land until next spring. Superintendent Conaty said that he has room for it and was fine with allowing them to do so but wanted the permission of the Sewer Commission. Commissioner Richard Bairam made motion to approve allowing the Rowing Club to temporarily store fill on the Hooksett Sewer Commissions property until next spring. Commissioner Robert Duhaime seconded. All in favor the motion was carried unanimously.

**Old Business:** TIF updates are every third Tuesday of the month

**New Business:**

- The next Sewer Commission meeting is scheduled for October 18, 2022.
- Old Castle Lawn and Garden requested a long term lease with the Hooksett Sewer Commission. Chairman Sidney Baines asked the office manager to find out how much the land is worth and what our current agreement is with them. Chairman Sidney Baines has yet to receive that information. Superintendent Ken Conaty suggested setting up a meeting with them to come to an agreement on a lease and easement. The Sewer Commission agreed and requested Superintendent Ken Conaty to schedule that meeting.
- Commissioner Richard Bairam made motion that recordings of the Hooksett Sewer Commission meeting minutes be kept for a period of three months. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.

**Non-public session:** The Sewer Commission did not go into non-public session.

**Public Input:** None

**Adjournment:** Commissioner Richard Bairam made motion to adjourn at 1:00pm. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.

Respectfully Submitted,

  
Kim Langlois  
Billing Clerk

  
Richard Bairam (Clerk)

Attachment 1



Construction Inc.  
25 Country Club Road #706  
Gilford, NH 03249  
Ph. (603) 528-7703 paul@prbconstructioninc.com

September 22, 2022

Dan Jacobson  
Underwood Engineering  
99 State Street  
Concord NH 03301

RE; Wastewater Treatment Facility, Hooksett  
ESI #14 Drain Modifications

Subcontractor quote	\$7,920.00
PRB Mark up 5%	\$396.00
PRB Labor	<u>\$1,800.00</u>
Total	\$10,116.00
PRB bond/insurance 2%	<u>\$202.32</u>
TOTAL	\$10,318.32

**Reservation of Right**

This price does not include any amount of impacts such as interference, disruption, rescheduling, changes in the sequence of work, delays and/or associated acceleration. We expressly reserve the right to submit or request for any additional cost related to unforeseeable/unintended issues.

Paul R. Blandford  
Paul R. Blandford  
President

attachment 2

2



Construction Inc.  
25 Country Club Road #706  
Gilford, NH 03249  
Ph. (603) 528-7703 paul@prbconstructioninc.com

September 27, 2022

Dan Jacobson  
Underwood Engineering  
99 State Street  
Concord NH 03301

RE; Wastewater Treatment Facility, Hooksett  
ESI #17 Heat Piping

Subcontractor quote	\$22,843.00
PRB Mark up 5%	\$1,142.15
PRB Labor	<u>\$1,800.00</u>
Total	\$25,785.15
PRB bond/insurance 2%	<u>\$515.70</u>
TOTAL	\$26,300.85

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Paul R. Blandford  
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President

