

Hooksett Sewer Commission
Meeting Minutes
January 3, 2023

INITIAL	COMMENTS
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<u>JCB</u>	
<u>RAD</u>	

This meeting was called to order at 12:00pm. Present were Chairman Sidney Baines, Commissioner Richard Bairam and Assistant Superintendent John Clark. Superintendent Ken Conaty was excused from this meeting. Commissioner Robert Duhaime did not show up to this meeting.

Approve and Sign manifest

Commissioner Richard Bairam made motion to approve the 2023 billing warrant and the 2022 warrant for the tax collector. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.

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

Read Correspondence

Financial Report: Guy came in to give the sewer commission a quick overview of the Hooksett Sewer Commission accounts.

- Commissioner Richard Bairam made motion to transfer \$103,301.10 from the HSC Plant and Composting account to the HSC checking account. For the Martin's Ferry Pump station (\$67,825.21) and Tri-town sewer pump station (\$35,475.89) expenditures through December 2022. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.
- Commissioner Richard Bairam made motion to transfer \$418,764.01 from the HSC Plant and composting account to the HSC checking account for PRB Construction payment request #10. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.
- Commissioner Richard Bairam made motion to transfer \$17,655.72 from the HSC Capital Reserve account to the HSC checking account for capital expenditures through December 2022 above the \$132,800 budget. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.

Scheduled Appointments: None

Assistant Superintendent Clark's Report:

Plant:

- Plant is currently running on one IFAST train right now, less foam, high flow from rain event
- Rooftop heating/ac unit issues. Currently waiting on a price to have it replaced

- There was a power failure at the Plant Friday December 23, 2022 for 4.5 hours
- There was a power failure in the evening (around 11pm) at Martin's Ferry pump station on December 23, 2022. Power was finally restored on December 25, 2022 at 3pm.
- A pole and three transformers were lost in the yard next to the plant (Assistant Superintendent John Clark shared a picture he had with the Sewer Commission)
- A flow meter shorted out in a surge- the replacement controller cost \$4500.00. Commissioner Richard Bairam asked if the current meter was still working. Assistant Superintendent John Clark said it works intermittently. The pump station itself it working, the meter was affected by the power surge. The replacement is slated to take 20 days to come in.

TIF Project:

- Still waiting on the Tri Town easement to be signed. Superintendent Conaty reached out to the owner on December 27th and was promised it would be signed and sent out that day. Linda O'Keefe the office manager reached out to Bruce Thomas at the town hall (today) to see if he has received anything and he has not.

Phase 3A Plant Upgrades:

- Underground/above ground air piping is continuing
- Two yard hydrants have been installed
- Catch basin is installed
- New splitter box poured gates are installed
- Sparge air blowers and pipe work continues
- Started new 24" pipe to grit chamber
- Next Construction meeting is today January 3rd at 1:00pm.
- Up charges: Basement sump pump/rear bathroom drain

Solar:

- Assistant Superintendent John Clark handed out an updated solar sheet to the Sewer Commissioners (**Attachment 1**).
- Eversource Kwh rates are at the highest ever \$0.29/Kwh at the beginning of the year it was \$0.08/Kwh.

Force Main Replacement/Martin's Ferry Pump Station upgrade:

- Waiting on design- Superintendent Conaty is meeting with Underwood on 1/10/2023

Dewatering Upgrade/Pilot Study:

- Working on design

Asset Management:

- Work orders are continuing to progress
- Working on Risk assessment

- Superintendent Ken Conaty met with Eliza on December 21, 2022 and went over future needs.

Other:

- Still working with EII on radio communications
- Main panel being installed tomorrow January 4, 2023
- Rymes has been contacted in regards to a propane tank and generator needing to be installed in the spring.
- Assistant Superintendent John Clark is diligently continuing to work on scanning plans.

Old Business:

- TIF updates are every third Tuesday of the month
- Construction progress meetings are immediately following the first meeting of the month
- As mentioned in the December 20, 2022 meeting minutes the approval of the changes in the personnel plan will be finalized at the January 17, 2023 meeting.

New Business: The next sewer commission meeting is on January 17, 2023

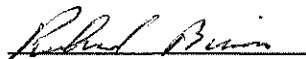
Non-Public Session: None

Public Input: None

Adjournment: Commissioner Richard Bairam made motion to adjourn at 12:39pm. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.

Respectfully Submitted,

Kim Langlois
Billing Clerk


Richard Bairam (Clerk)

