

Hooksett Sewer Commission
March 7, 2023
Meeting Minutes

INITIAL	COMMENTS
<u>B</u>	
<u>[Signature]</u>	
<u>RDU</u>	

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

Approve and Sign Manifest

Approve Meeting Minutes: Commissioner Richard Bairam made motion to approve the regular meeting minutes and the workshop minutes from February 21, 2023. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.

Read Correspondence

Financial Report: Guy Beloin came in to give the Sewer Commission a brief overview of the Sewer Commission accounts.

- Commissioner Robert Duhaime made motion to Transfer \$763,098.21 from the HSC plant and composting account to the HSC checking account for PRB Construction payment request #12 and Underwood Engineers invoices from December 2022 through February 2023. Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously.
- Commissioner Robert Duhaime made motion to transfer \$7,821.94 from the HSC checking account to the HSC plant and composting account for the third quarter calendar year 2022 from Knollwood Energy. Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously.

Scheduled Appointments: 12:00pm- Mike Terry RE: Fee's for Barn remodel into an apartment

- Mike came in to talk to the Sewer Commission about the letter he received from the HSC in regards to the ADU (accessory dwelling unit) he added to his property 1.5 years ago.
- The town was not to give a certificate of occupancy until the SDF had been paid at the Sewer Commission but it was overlooked and he was granted one.
- Conversation was had on why the SDF exists and what it pays for.
- Chairman Sidney Baines explained to Mike that the permit at the town now reflects that SDF's need to be paid to sewer commission before any CO's (certificate of occupancy) will be given.
- Mike is required to pay \$3100.00 for the SDF and \$100 for the permit fee.
- The Sewer Commission apologized to Mike for the oversight a year and a half ago when he was given his CO without being made aware of the system development fee's that needed to be paid at the sewer commission office.
- The sewer commission has done their due diligence with the town to remedy the issue with Co's being given to residents without the SDF and permit fees at the Sewer Commission being paid.

Superintendent Conaty's Report: None

Old Business:

- TIF updates are every third Tuesday of the month
- Construction progress meetings are the first meeting of every month- The meeting scheduled for March 7, 2023 had to be postponed.

New Business:

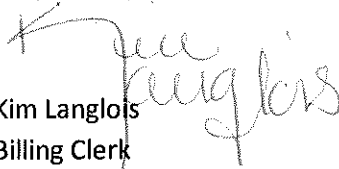
- The next Sewer Commission meeting is March 21, 2023

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

Public Input: None

Adjournment: Commissioner Robert Duhaime made motion to adjourn at 12:47pm. Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously.

Respectfully Submitted,


Kim Langlois
Billing Clerk


Richard Bairam (Clerk)