

**Hooksett Sewer Commission
June 6, 2023
Meeting Minutes**

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

Approve and Sign Manifest

Approve meeting minutes: Commissioner Richard Bairam made motion to approve the regular meeting minutes and the workshop meeting minutes from May 16, 2023. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.

Read Correspondence

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

- Commissioner Richard Bairam made motion to transfer \$3900.00 from the HSC checking account to the HSC Trustees-property account. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.
- Commissioner Richard Bairam made motion to transfer \$30,000 from the HSC checking account to the HSC Trust- plant and composting account. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.
- Commissioner Richard Bairam made motion to transfer \$254,762.53 from the HSC Trustees plant and composting account to the HSC TD Bank Escrow account for PBR Construction account #7763660634 for retainage. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.
- Commissioner Richard Bairam made motion to transfer \$211,999.22 from the HSC Trustee plant and composting account to the HSC checking account. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.
- Commissioner Richard Bairam made motion to transfer \$56,381.73 from the HSC Plant and composting account to the HSC checking account. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.

Scheduled Appointments: None

Superintendent Conaty's Report:

Plant:

- Plant numbers were up and down due to the bypass pumping
- The Hooksett Wastewater Treatment Plant passed the first WET test of the year
- There will be a training on June 7, 2023 on BOD5 after chlorination
- The A/C unit down at the plant is shot. Superintendent Conaty presented the commission with a proposal from SAM Mechanical (attachment 1).
- All the fire and burglar alarms at the office and plant were tested
- The Hooksett Wastewater plant has two violations. One on May 16th and one on June 1st. All have been reported.

Solar:

- Assistant Superintendent John Clark went over the solar spreadsheet with the sewer commission. Solar production looks a little ahead for the fiscal year. (attachment 2).

Phase 3A Plant upgrade:

- Work has started on the bisulfate dosing chamber
- Clarifier work is completed
- Chlorination and dechlor controls are installed. Awaiting training
- The sampling pumps have been installed and are being tested today
- The paving down at the wastewater treatment plant is complete
- LCS is onsite programming
- The cleaning up of all the debris in the yard is going well
- The next construction meeting is today at 1:00pm
- Superintendent Conaty is still working on completing an up-charge balance sheet

Force main replacement/martin's ferry pump station upgrade:

- Waiting on Underwood for easement documents

Dewatering project:

- Design is about 30% complete
- Still waiting on comments from NHDES on the design
- Superintendent Conaty is looking at options for pre-purchase of equipment

Asset Management:

- Work order continue to progress
- New equipment is going to start to be entered this week

TIF Project:

- Tri-Town Construction is progressing
- The owner of Tri-Town called. Would like to look at the asphalt before paving
- Waiting for the price from PARK to extend the sewer to the end of the cul-de-sac on Bayview
- The request by the owner for three connections was denied.

Other:

- Investigating inflow issue around west alicia ave is scheduled for June.
- 7 Martin's Ferry is starting
- Superintendent Conaty is waiting on documentation from Seasons gas
- Ardon drive area camera work is done and reviewed
- Marmon is still working toward completion
- Superintendent Conaty drafted a position description for the open Operator 1 job down at the plant (attachment 3).
- Superintendent Conaty attended a TRC meeting yesterday- there are four new possible projects
- Superintendent Conaty submitted SRF pre application and grant application for martin's ferry and GG/MS projects
- Superintendent Conaty will be attending a NHWPCA meeting this month
- Superintendent Conaty is going to rewrite the construction standards for the Hooksett Wastewater Treatment Facility.
- Superintendent Conaty is going to be starting on the budget

Old Business:

- TIF updates are every third Tuesday of the month
- Construction Progress meetings are the first meeting of the month: June 6, 2023 @ 1:00pm

New Business:

- The next sewer commission meeting is June 20, 2023
- The next construction progress meeting will be July 18, 2023 @ 1:00pm

Non-public session: None

Public Input: None

Adjournment: Commissioner Robert Duhaime made motion to adjourn at 1:27pm. Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously.

Respectfully Submitted,

Kim Langlois


Richard Bairam (Clerk)



SAM MECHANICAL

PROPOSAL

SAM Mechanical Services, LLC
1181 Hooksett Road
Hooksett, NH 03106
603-623-2370

Date: June 5, 2023

Customer Name: Hooksett Wastewater Facility
Address: 1 Egawes Dr Hooksett, NH 03106
Phone Number: 603-660-8674
Email Address: ken.hooksettwwastewater@gmail.com

Re: New 5-Ton Coleman Rooftop Unit Replacement

We propose to furnish labor and material for the installation of the following:

1. This project will include removing the existing rooftop unit while supplying and installing a new 5-ton Coleman rooftop unit (B66-259 ZE060H12A2A1ABA1A3) with a curb adapter as a direct replacement.
2. All required parts and miscellaneous items needed for a fully functional system will be included as a part of this agreement. Upon installation of the new equipment, a function test will be performed to ensure it is operating within the manufacturer's specifications.
3. Excluded is anything discovered during the installation process that would require additional diagnosis, labor, and material. This includes any pre-existing electrical, venting, piping, structural issues etc.
4. This project is being quoted turnkey fully operational and will carry a one-year comprehensive warranty on the installation. There are additional manufacturer's warranties beyond the one-year that SAM Mechanical would assist in procuring in the event this situation presented itself. These additional manufacturer warranties do not include our labor costs after the first year. Any registration process or information regarding the included warranty or additional warranty options is the responsibility of the customer as it is required to share specific unit information with said manufacturer.
5. Due to material cost increases, this proposal is valid for 10 days.

The above proposed project may involve heavy and bulky items that need to be moved in and out of the home or business along with the potential of cutting, drywall and installing varying mechanical devices (i.e., registers, grills, heating baseboards, ductless split heads, etc.) with respect to this project. With this stated, dents, dings, or scratches to finished surfaces may occur. Minor patching and painting may need to be performed by homeowner/business owner or other with respect to this unknown condition. SAM Mechanical will take precautions including reasonable protection and other such preventative measures but can't guarantee that minor imperfections may occur. This does not include any major mishaps which in the unlikely event if occurred would be completely remedied by SAM Mechanical who is a fully insured contractor.

To the best of our knowledge, our proposal is in full compliance with current codes, energy codes and other such requirements with respect to municipal and state codes. Due to varying enforcement of certain portions of the code that may require additional componentry or items above and beyond what is quoted herein, additional charges may apply for these items that are not clearly part of the package being proposed above. In these rare instances, the additional code compliance items would undergo a review to include an explanation of any additional pricing that may be needed to satisfy the unexpected code requirements.

All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. This project is governed by the laws of the State of NH. In the event of non-payment SAM Mechanical has the option to charge interest in the amount of 1.5% per month for balances that are over 30 days. Further in the event of non-payment any expenses incurred by SAM Mechanical to collect these amounts including reasonable attorney's fees shall be paid to SAM Mechanical. In accordance with State law there is a full one-year warranty on all items including labor and materials supplied for this installation except for repairs or parts related to service work and not new installations.

Total Price: \$19,275 (*Payments can be made by cash, check, ACH, or credit card. If payment is made by credit card, an additional 3% fee would be added to the total price.*)

Payment Terms: 34% deposit upon acceptance, 33% at project commencement and 33% upon project completion.

SAM Mechanical Services, LLC

Representative Signature: Tyler Burke

Accepted by: _____

Date: _____

2022-23	KWH PRODUCED	SOLD BACK	BEHIND THE METER		GREEN ENERGY	ISO	UTILITY BILL		TOTAL COST OF		PERCENT SAVINGS
			METER				W/O SOLAR	UTILITY BILL WITH SOLAR	ELECTRIC		
JUL	99,814	\$8,228.56	\$6,953.64	\$2,694.98	\$134.97	\$16,813.98	\$1,631.78	\$ (1,198.17)	107.1%		
AUG	95,992	\$11,480.40	\$10,061.28	\$2,591.78	\$98.35	\$25,589.95	\$4,048.27	\$ 1,358.14	94.7%		
SEP	72,938	\$7,828.80	\$6,602.17	\$1,969.33	\$109.63	\$19,979.39	\$5,548.42	\$ 3,469.46	82.6%		
OCT	61,200	\$7,347.04	\$5,248.64	\$1,652.40	\$84.33	\$17,008.45	\$4,412.77	\$ 2,676.04	84.3%		
NOV	46,079	\$7,340.80	\$6,873.12	\$1,244.13	\$56.22	\$28,525.82	\$14,311.90	\$ 13,011.55	54.4%		
DEC	35,613	\$7,410.48	\$8,806.37	\$961.55	\$0.00	\$40,215.35	\$23,998.50	\$ 23,036.95	42.7%		
JAN	34,800	\$7,768.80	\$9,635.94	\$939.60		\$48,797.12	\$31,392.38	\$ 30,452.78	37.6%		
FEB	51,565	\$14,109.73	\$10,283.87	\$1,392.26		\$36,929.84	\$12,536.23	\$ 11,143.98	69.8%		
MAR	92,156	\$18,736.47	\$10,636.52	\$2,488.21		\$29,690.63	\$317.64	\$ (2,170.57)	107.3%		
APR	83,430	\$11,584.03	\$7,252.27	\$2,252.61		\$18,186.65	-\$649.65	\$ (2,902.26)	116.0%		
MAY		\$0.00	\$0.00	\$0.00		\$0.00		\$ -	#DIV/0!		
JUN		\$0.00	\$0.00	\$0.00		\$0.00		\$ -	#DIV/0!		
TOTAL	673,587	\$101,835.12	\$82,353.81	\$18,186.85	\$483.50	\$281,737.17	\$97,548.24	\$78,877.89			
SAVINGS							\$184,188.93	\$202,859.28			
MONTHLY AVG											
		REVENUE	ENERGY VALUE (NOT THRU METER)								

ENERGY VALUE (NOT THROUGH METAL)

100



Hooksett Wastewater Treatment Facility

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

OPERATOR 1

The Hooksett Wastewater Treatment Plant is looking to hire an Operator 1 to complement our existing staff. This is an entry level position that does not require any formal wastewater training. The position includes work such as: getting samples from around plant, cleaning buildings and grounds, painting, mowing lawns and easements, snow removal at plant and pump stations, assist with repairs at plant and pump stations, recording information into our asset management program, and driving truck to dispose of biosolids.

This is a full-time 40 hour a week position. Benefits include Medical, dental, disability insurance, NH retirement, 11 paid holidays, 12 paid sick days per year, and paid vacation time.

A CDL-B license is preferrable at hiring. The person hired will be required to be available for the on-call rotation. Drug test and physical required to be passed prior to employment. Starting pay rate is \$20.25-\$23.00hr depending on experience and licenses.

Job applications are available at www.hooksettsewer.com.