

HOOKSETT WASTEWATER TREATMENT FACILITY	
DATE RECEIVED	<u>10-3-23</u>
INITIAL	<u>B</u>
COMMENTS	<u>RPB</u>

**Hooksett Sewer Commission
Meeting Minutes
September 19, 2023**

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. Commissioner Robert Duhaime was absent from this meeting.

Approve and Sign Manifest

Approve meeting minutes: Commissioner Richard Bairam made motion to approve the workshop and regular meeting minutes from September 5, 2023. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.

Read Correspondence

Financial Report: None

Scheduled Appointment: None

Superintendent Conaty's Report:

Plant:

- Plant numbers are stable
- Clarifier 2 were cleaned and inspected, wipers were replaced
- Nitrate recycle pump running-ammonia levels are down
- Many call in last week due to power, flow and dissolved oxygen issues
- There was a call in last night, Martin's Ferrys pump station flow and surge to the plant
- Main St and Merrimack St lost power
- There has been 5.5 inches of rain this month with no incidents at the plant
- Chairman Sidney Baines asked Assistant Superintendent John Clark if they see a difference in plant operations since all of the upgrades. John Clark said yes they are seeing a significant difference.

Solar:

- Production looks good
- Production values for August were above projection.
- Chairman Sidney Baines has requested Superintendent Ken Conaty to contact Eversource as to why their rates fluctuate so much. He would like some sort of insight as to why.

Phase 3A Plant upgrade:

- Final walkthrough completed
- Waiting on Hiltz to finish the balance sheets

Force Main Replacement/Martins Ferry pump station upgrade:

- Waiting on Underwood for easement documents

Dewatering Project:

- Met with Underwood plans are almost complete
- BDP was officially awarded screw press
- NHDES accepted all of our bidding procedures. Presses are going to be paid for by our loan (attachment 1)
- Submittal process for presses in process now
- Chairman Sidney Baines asked Superintendent Conaty if he got any feedback from Mr. Green in regards to the Bid. Superintendent Conaty stated that Mr. Green is not happy because there was only one bidder. Superintendent Conaty stated that there were conversations between two other bidders with himself and Underwood but those companies chose not to bid.

Asset Management:

- Work orders are still progressing
- Starting entering new equipment this month
- Document scanner just arrived yesterday

TIF Project:

- TRI town under construction. Excavation on pump station complete. Pouring concrete for base/floor on Wednesday
- Cross Road is paved for the winter
- Neighborhood trench patched for the winter
- The WWTF patched potholes at TRI Town

Other:

- Still investigating inflow issue around Martin's Ferry pump station. The pump station overflowed on 7/16 a flow assessment was done, results are coming in ASAP. Martin's Ferry basin needs to be checked. Superintendent Conaty is working with flow assessment. He got FA maps to look at.
- Ardon Drive area, ongoing will clean in September time frame
- 1461 Hooksett Road (Ridgeback) ongoing construction there have been several calls
- 108 Mammoth Road (Mastriano) ongoing construction, passed all inspections
- 7 Martin's Ferry Road (Lamontagne) ongoing construction
- Hunt St/Dartmouth St- Superintendent Conaty received a call from a future residents
- Hunt St extension work is complete
- Marmon is working on completion
- Black Diamond car wash is complete they are waiting for their CO

- Sign was installed last week
- Former Superintendent Bruce Kudrick's retirement party is all set for Wednesday September 27th at noon
- The Budget for 2024-2025 was handed out to the Sewer Commission last meeting. Superintendent Conaty is looking to get comments, changes and approval by the Sewer Commission. Commissioner Richard Bairam made motion to approve the budget they were given and send it to the budget committee for recommendations. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.

Old Business:

- New Sewer Rates were previously discussed by the sewer commission during the January 17, 2023 meeting however a motion was never made to accept the new rates. Commissioner Richard Bairam made motion to approve the sewer rate increase as discussed in the January 17, 2023 meeting. Residential sewer rent fees will go from \$37 to \$39, Commercial sewer rent fees will go from \$60 to \$64 and Industrial sewer rent fees will go from \$93 to \$100 per quarter. The gallon rate will go from \$6.80 to \$7.25. The increase would take affect for the July usage which is not billed until January of 2024. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.
- TIF updates are every third Tuesday of the month: Bruce Thomas came in to update the sewer commission on the TIF.
- Bruce let the commission know that the Martin's Ferry road bridge that is under design is going to have sewer implications so if there are any details that need to be passed along he said that he would do so for the sewer commission.
- Hackett Hill Road: The town council approved signing a contract with McFarland and Johnson for the engineering for the project. Superintendent Conaty asked if this would include the Main Street intersection as well. Bruce Thomas said it includes the intersections of Hackett Hill Road and 3A in addition to Main Street and 3 intersections but not the chord in between them. Chairman Sidney Baines asked what the point was of improving the intersections if they are not going to improve the road in between. Bruce Thomas responded with "The State works in mysterious ways".
- Bruce Thomas stated that the pump station looks better now and they should start work this week. Superintendent Ken Conaty let him know that they will be pouring concrete tomorrow for the base.
- Bruce Thomas let the Sewer Commission know that the town has ARPA funds available for projects.

New Business:


- The next Sewer Commission meeting is October 3, 2023
- Superintendent Conaty made the recommendation that payday for the Hooksett Sewer Commission be moved from Wednesday to Friday. Conversation was had with the Sewer Commission, Superintendent Conaty, Assistant Superintendent John Clark and Office Manager Linda O'Keefe as to the benefits and disadvantages of changing the payday to Friday. No decisions were made on this topic. Office Manager Linda O'Keefe asked for the discussion to be tabled until the next meeting so she could do some fact finding. The commission agreed to table the discussion until the October 3rd meeting. Chairman Sidney Baines stated that it seemed to be a trivial thing and didn't understand why emotions were running high during the conversation for some members involved in the discussion, the sewer commission doesn't see the big deal with moving the payday to Friday.

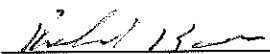
Non-Public Session: The Sewer Commission did not go into non-public session

Public Input: None

Adjournment: Commissioner Richard Bairam made motion to adjourn at 12:52pm. Commissioner Sidney Baines seconded. All in favor, the motion was carried unanimously.

Respectfully Submitted,

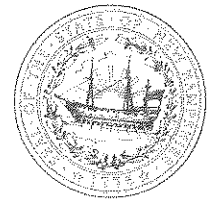

Kim Langlois
Billing Clerk


Richard Bairam (Clerk)



The State of New Hampshire
Department of Environmental Services

Robert R. Scott, Commissioner



September 12, 2023

Ross Baker, P.E.
Project Engineer
Underwood Engineers
99 North State Street
Concord, NH 03301

(via email: rbaker@underwoodengineers.com)

**Re: Authorization to Award Pre-Purchase
Hooksett, NH - WWTF Solids Handling Upgrade
CWSRF/ARPA Project Number CS-334187-11**

Dear Ross:

We have received your electronic communications dated September 11, 2023, on behalf of the Hooksett Sewer Commission, requesting authorization to award a pre-purchase of dewatering equipment for the WWTF Solids Handling Upgrade Project.

After reviewing the material submitted, NHDES is pleased to authorize the Hooksett Sewer Commission to award the pre-purchase to supply dewatering equipment, with all associative attachments and accessories, to BDP Industries, Inc., of Greenwich, New York, as described in their September 5, 2023, quotation in the amount of \$927,500.

Please contact us if you have any questions.

Sincerely,

Tracy L. Wood, P.E., Administrator
Wastewater Engineering Bureau

cc: Sidney Baines, Hooksett Sewer Commission
David Mercier, P.E., Underwood Engineers
Beth Malcolm, WEB/WD/DES
Shannon Larocque, P.E., WEB/WD/DES

Ken Conaty, Town of Hooksett
Dan Jacobson, P.E., Underwood Engineers
Dennis Greene, P.E., WEB/WD/DES
Alysha Clark, WEB/WD/DES