

Hooksett Sewer Commission
Meeting Minutes
October 3, 2023

INITIAL	COMMENTS
<u>B</u>	
<u>RPD</u>	

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

Approve and Sign Manifest

Approve meeting minutes: Commissioner Richard Bairam made motion to approve the workshop and regular meeting minutes of September 19, 2023. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously (Commissioner Duhaime abstained from voting as he was not in attendance at the September 19, 2023 meeting).

Read Correspondence

Financial Report: None

Scheduled Appointments: None

Superintendent Conaty's Report:

Plant:

- Plant numbers are stabilized
- There have been some issues with the new chlorine monitors. The manufacturer is standing behind them 100%.
- Polymer packaging issues- clean waters made good with new polymer
- Backup cellular dialer finally came in and was installed

Solar:

- Production looks good. Superintendent Conaty gave everyone in attendance a solar production sheet (attachment 1).

Phase 3A Plant upgrades:

- There a couple small programming things left to be done
- Waiting on Hiltz to finish up the balance sheet

Dewatering Project:

- Met with Underwood 90% complete, plans being sent this week
- BDP officially awarded screw presses- cost went down \$8600.00

- Bidding timeline (attachment 2)

Asset Management:

- Work orders continue to progress
- Started entering new equipment
- The new document scanner is up and running

TIF Project:

- Tri Town is under construction. Floor is poured
- First half of wet well wall was poured
- Second wall pour at the end of the week

Other:

- The investigation into inflow issues around Martin's Ferry pump station will hopefully starting soon
- 1461 Hooksett Road (Ridgeback) construction ongoing
- 108 Mammoth Road (Mastriano) is complete
- 7 Martins Ferry Road (Lamontagne) construction ongoing
- Hunt St/Dartmouth St. final inspections were done yesterday
- Marmon is working on completion for this week
- Black Diamond carwash is complete
- Sign project is done
- Superintendent Conaty is going to rewrite the construction standard this winter using Milford, Merrimack and NHDES standards to help the process.
- Former Superintendent Bruce Kudrick's retirement party went well, positive comments were made.
- Budget 2024-2025 was sent to Finance and Budget Committee (October 26th)
- New planner has been good to deal with
- Juneteenth holiday was approved by the town council. The Sewer Commission is considering doing a floating holiday in lieu of the Juneteenth holiday for its employees.
- All the plant staff trained in CPR and First Aid
- Developers trying to shortcut the rules
- Writing letters on electricity cost this week

Old Business:

- Tiff updates are every third Tuesday of the month
- During the September 19th meeting it was discussed about moving pay day from Wednesday to Friday. The discussion had been tabled and would be discussed during the October 3, 2023 meeting. Chairman Sidney Baines stated that Superintendent Conaty does not approve of, nor is he comfortable with turning in time sheets before the work week is complete. Superintendent Conaty read fact sheets in-regards to this from the department of labor. Chairman Sidney Baines

told Superintendent Conaty he does not have to turn in worksheets or report hours until the end of the week. Superintendent Conaty said "so I can turn in time sheets on a Tuesday after a Monday holiday?" Chairman Sidney Baines stated correct. Chairman Sidney Baines stated if he (meaning Superintendent Conaty) was ok with this than payday did not need to be changed. Chairman Sidney Baines asked Superintendent Conaty if a motion needed to be made? Superintendent Conaty stated no, that they (the sewer commission) gave him directions so that is what he will follow.

- Chairman Sidney Baines attended at TIF Meeting and he stated it was a positive meeting.

New Business:

- The next sewer commission meeting is October 17, 2023
- Chairman Sidney Baines has an appointment on October 17, 2023 so he would miss the workshop but be present for the meeting. Superintendent Conaty also has a speaking event that morning and would not be present for the workshop. Due to this it was decided that there will be no workshop before the sewer commission meeting on October 17, 2023.
- Superintendent Conaty asked if the sewer commission wanted to discuss the floating holiday in lieu of the Juneteenth holiday now or wait for the next meeting? It was decided to ask the Wastewater and Sewer Commission employees what they would like and make a decision on it at the next meeting.

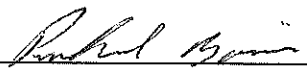
Non-public session: None

Public Input: None

Adjournment: Commissioner Richard Bairam made motion to adjourn at 12:35pm. Commission Robert Duhaime seconded. All in favor, the motion was carried unanimously.

Respectfully Submitted,

Kim Langlois
Billing Clerk


Richard Bairam (Clerk)

Attachment 1

2023-24	KWH PRODUCED	BEGINNING OF MONTH		UTILITY BILL W/O SOLAR	UTILITY BILL WITH SOLAR	TOTAL COST OF ELECTRIC	PERCENT SAVINGS
		2023-24	2023-24				
JUL	91,320	\$9,606.00	\$5,860.14	\$2,465.64	\$14,662.19	-\$803.95	\$ (3,269.59) 122.3%
AUG	90,362	\$6,488.24	\$4,413.95	\$2,439.77	\$6,130.30	-\$4,771.89	\$ (7,211.66) 217.6%
SEP		\$0.00	\$0.00	\$0.00	\$0.00		\$ - #DIV/0!
OCT		\$0.00	\$0.00	\$0.00	\$0.00		\$ - #DIV/0!
NOV		\$0.00	\$0.00	\$0.00	\$0.00		\$ - #DIV/0!
DEC		\$0.00	\$0.00	\$0.00	\$0.00		\$ - #DIV/0!
JAN		\$0.00	\$0.00	\$0.00	\$0.00		\$ - #DIV/0!
FEB		\$0.00	\$0.00	\$0.00	\$0.00		\$ - #DIV/0!
MAR		\$0.00	\$0.00	\$0.00	\$0.00		\$ - #DIV/0!
APR		\$0.00	\$0.00	\$0.00	\$0.00		\$ - #DIV/0!
MAY		\$0.00	\$0.00	\$0.00	\$0.00		\$ - #DIV/0!
JUN		\$0.00	\$0.00	\$0.00	\$0.00		\$ - #DIV/0!
TOTAL	181,682	\$16,094.24	\$10,274.10	\$4,905.41	\$20,792.50	-\$5,575.84	-\$10,481.25
SAVINGS						\$26,368.34	\$31,273.75
MONTHLY AVG							

Attachment 2

ken.hooksettwwastewater@gmail.com

From: Ross Baker <rbaker@underwoodengineers.com>
Sent: Friday, September 22, 2023 11:37 AM
To: ken.hooksettwwastewater@gmail.com
Cc: David Mercier; Daniel Jacobson
Subject: RE: Dewatering

Hi Ken,

Internally, our process drawings are ready for 90%. I expect to have 90% structural and electrical drawings by end of next week 9/29 with the intent of submitting the full 90% package by 10/6. ✓

Assuming DES takes a few weeks to review and we allow some time on our end to make final changes to the drawings/specs, I'm hoping the 100% design can be submitted on 11/17/23. Currently we are assuming the bid opening would occur the week of 1/15/24 to allow for advertisement.

Thanks,

Ross



*Client service and
teamwork for over 40 years!*

Ross M. Baker
Project Engineer
Underwood Engineers, Inc.
99 North State St.
Concord, NH 03301
Phone 603-230-9898
www.underwoodengineers.com

From: ken.hooksettwwastewater@gmail.com <ken.hooksettwwastewater@gmail.com>
Sent: Friday, September 22, 2023 11:28 AM
To: Ross Baker <rbaker@underwoodengineers.com>
Subject: Dewatering

Hi Ross,
How close are the plans to get NHDES final approval? Just trying to figure out a bidding timeline for the commissioners.
Thanks,

Ken Conaty
Superintendent
Hooksett Wastewater Treatment
Hooksett NH