

HOOKSETT  
WASTEWATER TREATMENT FACILITY

DATE RECEIVED 12-5-23

INITIAL	COMMENTS
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<u>RED</u>	

**Hooksett Sewer Commission  
Meeting Minutes  
November 21, 2023**

This meeting was called to order at 11:00pm. Present were Chairman Sidney Baines, Commissioner Richard Bairam, Superintendent Ken Conaty and Assistant Superintendent John Clark. Commissioner Robert Duhaime arrived around 11:30am. Bruce Kudrick was also in attendance.

**Approve and Sign Manifest**

**Approve meeting minutes:** Commissioner Richard Bairam made motion to approve the workshop and meeting minutes from November 7, 2023. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.

**Read Correspondence**

**Financial report:** Guy came in to give a quick overview of the Hooksett Sewer Commission accounts.

**Superintendent Conaty's Report:**

**Plant:**

- Plant numbers are excellent
- No news from the budget committee

**Solar:**

- Production looks good
- Production is a little ahead before going into the low production months
- Solar repayment ahead of schedule. Superintendent Conaty went over the repayment schedule with the Sewer Commission.

**Phase 3A Plant Upgrades:**

- Balance sheets are coming just waiting on Hiltz

**Force main replacement/Martin's Ferry pump station upgrades:**

- A contract from Underwood is coming for permitting

**Dewatering Project:**

- Met with Underwood- 90% sent six weeks ago
- BDP sending submittals

**Asset Management:**

- Entering new equipment
- Document scanner up and running, started scanning

**TIF Project:**

- Second wall pour 10/6/23
- Third wall pour 10/13/23
- Pipe connected to pump station on 10/31/23
- Basement floor pour 11/1/2023
- Next wall pour 11/9/23 that brings the project to ground level
- Generator footing poured 11/14
- Generator frost walls poured 11/17
- Starting building slabs and backfilling next week

**Other:**

- 7 Martin's Ferry Road- Lamontagne- on going construction
- Park Place starting, representative should be coming in next meeting
- Marmon is working on completion all that is left is documentation
- Waiting on SCADA computers to be installed
- Going to rewrite construction standards this winter
- The trailer that was ordered was delivered
- Still researching the cost for a roll off truck
- Bid on Golden Gate pump station and Merrimack St. The financing for this project was discussed with Guy. Commissioner Richard Bairam made motion to approve the pump station upgrades in the amount of \$772,000. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.
- Longevity discussion

**Old Business:**

- TIF updates are every third Tuesday of the month.
- TIF updates were canceled for this month due to scheduling

**New Business:**

- The next sewer commission meeting is December 5<sup>th</sup> 2023.
- Bruce Kudrick was given a photo album keepsake of his retirement party

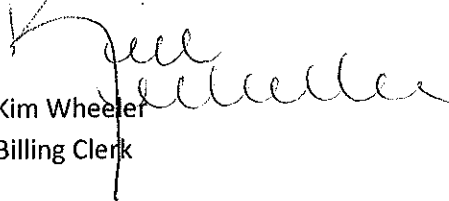
**Non-public session:** Commissioner Richard Bairam made motion to go into non-public session at 12:05pm, under **RSA 91-A:3, II(e)**. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.

Commissioner Robert Duhaime made motion to come out of non-public session at 1:27pm.  
Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously. No decisions were made in non-public session.

**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 Wheeler  
Billing Clerk

  
Richard Bairam (Clerk)