

DATE RECEIVED 6-17-24

Hooksett Sewer Commission
June 4, 2024
Meeting Minutes

INITIAL	COMMENTS
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<u>RD</u>	
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This meeting was called to order at 12:00pm. Present were Chairman Sidney Baines, Commissioner Richard Bairam, Commissioner Robert Duhaime, Superintendent Ken Conaty and Assistant Superintendent John Clark.

Approve and Sign Manifest

Approve meeting minutes: Commissioner Richard Bairam made motion to approve the Regular and Workshop minutes from May 21, 2024. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.

Read Correspondence

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

- Commissioner Richard Bairam made motion to transfer \$3,900.00 from the HSC checking account to the HSC trustee-property enhancement account for the last three months rent collected from Old Castle for fiscal year 2024 for fourth quarter from April to June 2024. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.
- Commissioner Richard Bairam made motion to transfer \$45,000.00 from the HSC checking account to the HSC trust- plant and composting account for three months ended June 30, 2024 of fiscal year 2024 savings usage from Renewable Energy Systems. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.

- Commissioner Richard Bairam made motion to transfer \$32,769.19 from HSC trustees- plant and composting account to the HSC checking account for retainage withheld on WWTF Phase 3A Capital Improvements project through final payment request #18. Commissioner Robert Duhaime seconded. All in favor, the motion is was carried unanimously.
- Commissioner Richard Bairam made motion to transfer \$104,171.30 from HSC TD Bank Escrow-PBR construction account #7763660775 to HSC checking account for WWTF Phase 3A capital improvements project PRB payment request #18 (\$100,868.20 retainage and \$3,303.10 interest). Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.
- Commissioner Richard Bairam made motion to transfer \$102,756 from HSC trust- capital plant and composting account to HSC checking account to reimburse Merrimack St. and Golden Gate Drive pump station renovation expenditures. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.
- Commissioner Richard Bairam made motion to transfer \$105,956.30 from the HSC trust- capital plant and composting account to the HSC checking account to reimburse Meadowcrest Road Sewer expenditures. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.

Scheduled Appointments: None

Superintendent Conaty's Report:

Plant:

- Plant numbers are good right now. TSS 17.1 and BOD 11.1

- pH is riding around 7.02
- All mixers are being replaced today
- Permit EPA listening group yesterday June 3rd @ 11am. Commissioner Richard Bairam was in attendance.
- Permits are open for public comment for two weeks
- New monitoring: nitrogen, phosphorus, pH and temperature. Approximately \$25K a year in new testing for the plant. Commissioner Richard Bairam asked if the state helps with the extra cost of this newly required testing? Superintendent Conaty said no.
- PFAS and AOF testing will occur as well
- Climate adaptation planning- 48 month goal to implement
- New permits not enforced until early 2025
- Looking to hire Rick Cantu for river testing (attachment 1). Commissioner Richard Bairam made a motion to hire Rick Cantu to do river testing for the amount specified in the quote. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.
- The PAC is shut off to see what effects there are

Solar:

- Solar production looks good.

Phase 3A Plant Upgrades:

- Recommended payments: releasing of held funds and final payment- end of month (attachment 2).

Force main replacement/Martin's Ferry PS upgrades:

- The progress with the seven easements needed was discussed

Dewatering Project:

- Screw Presses to be delivered by the end of December

- Final measurements for the conveyers were done. Chairman Sidney Baines asked how long it will take to install. Superintendent Conaty said he estimated it would take about 4 months.

Asset Management:

- Continuing to enter new equipment
- Summer scanning is in progress

Other:

- 7 Martin's Ferry Road is still under construction
- Property was surveyed on Lehoux
- Going to gravel and install gates on Lehoux Drive easement to prevent dumping
- Gates will be installed on new pump station and cross country easement
- The commercial portion of Park Place has been started
- 96 Peterbuilt was on auction. The auction ended 5/31 and it sold for \$41,700, there were 182 bids. The Sewer Commission originally paid \$53,463 for the Peterbuilt in 1996.
- The re-graveling of the Egawes Drive easement is complete
- TIF meeting was yesterday
- Merrimack St. pump station panels have arrived
- Golden Gate pump station panels are scheduled to arrive in February

Old Business:

- TIF updates are every third Tuesday of the month

New Business:

- The next Sewer Commission meeting is June 18, 2024

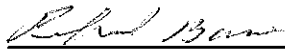
Non-public session: The Sewer Commission did not go into non-public session

Public Input: None

Adjournment: Commissioner Richard Bairam made motion to adjourn at 12:45pm. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.

Respectfully Submitted,

Kim Langlois
Billing Clerk


Richard Bairam (Clerk)



OspreyOwl Environmental, LLC
204 Pheasant Dr
Middleton, NH 03887
(603) 978-5109
www.ospreyowl.com

Email: imosprey@msn.com

MEMORANDUM

DATE: 5/10/2024

TO: Jennifer / Eastern Analytical

CC:

FROM: Rick Cantu

SUBJECT: Quote for Sample Bottles for Hooksett, NH - Merrimack River Sampling

I'm setting up the summer 'Clean Sampling' for the Merrimack River and Hooksett, WWTP.

I need a quote for the following bottle supply as listed below for the project.

The Merrimack River, plant effluent, and plant influent samples will be scheduled for the first sampling event to establish the background and anticipated plant removal efficiency. Samples two through seven will be reduced and only include the upstream river and plant effluent samples as listed below. I will likely be collecting these samples during June, July and possibly August.

Please provide a cost in either the right-hand column or pencil it in and scan the pages for this sampling plan and I can multiply the last one by seven to cover all sample sets.

Outfall Upstream Sample Sample ID	Container Type	Preservative	Field Filtered	Quote
First Background Sample				
MER-Outfall-Upstream, Total Metals (Al, Cd, Cu, Ni, Pb, and Zn,)	125 ml Nalgene	1:1 Nitric Acid	NO	\$145.00
MER-Outfall-Upstream, Metals Partial Dup (Al, Cu, Pb)	125 ml Nalgene	1:1 Nitric Acid	NO	\$85.00
MER-Outfall-Upstream, Total Phosphorus	125 mL plastic	H2SO4	NO	\$45.00
MER-Outfall-Upstream, Total Phosphorus - Duplicate	125mL plastic	H2SO4	NO	\$45.00
MER-Outfall-Upstream, Total Hardness	125 ml Nalgene	1:1 Nitric Acid	NO	\$25.00
MER-Outfall-Upstream, Dissolved Organic Carbon	250 ml Amber Glass	None	Lab Filter/Preserve	\$75.00

Training designated staff and sample for Metals/nutrients during River sampling, run samples to Eastern Analytical (55 mi X 8)	440 mi	\$220.00
Review of analytical data and email findings (0.5 hr x 8)	4 hr	\$340.00
Finalize SOP from actual field conditions and sampling methods	1 hr	\$85.00
	Sampling Plan Subtotal	\$3,899.00
Laboratory Costs (see attached quote)	Lab Subtotal	\$5,595.00
	Lab Mark Up 10%	\$559.50

Sampling Report & Permit Comments

Complete data tables, verify lab QA/QD, build flow tables, incorporate field notes and COC info, draft and complete Aluminum Calculator from the 8 data sets	5 hr	\$425.00
Develop Report with tables, data sets, pics & field notes	4.0 hr	\$340.00
Review and incorporate Hooksett Comments & finalize report	1.0 hr	\$85.00
	Sampling Report Subtotal	
Review Draft NPDES Permit and comment	5 hr	\$425.00
Review Demographic data in the EJ Screening tool for support for Merrimack claims regarding final permit mandates What is EJScreen? US EPA	2.0 hr	\$170.00
Compare Merrimack Demographics to Justice 40 data for community Advantage Justice40 Initiative Environmental Justice The White House	1.0 hr	\$85.00
Prepare final comments from draft findings into a formal comment format	3.0 hr	\$255.00
Coordination with Hooksett and their engineers to developing strategy	2.0 hr	\$170.00
Three conference calls (anticipate 1 hr each)	3.0 hr	\$255.00
Two on-site meetings at a designated location (2.0 hr ea)	4.0 hr	\$340.00
Mileage to meeting locations est 50 x 2 mi @0.50/mi	100 mi	\$50.00
	Total Sampling Report & Permit Comments	\$2,600.00
	Total Project Cost	\$12,653.50
	Contingency 10%	\$1,265.35
	Project Cost not to Exceed	\$13,918.85

Ricardo Cantu – Owner digitally signed

Ricardo Cantu – President OspreyOwl, Environmental, LLC

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2576-35

May 29, 2024

Mr. Sidney Baines, Chairman
Hooksett Sewer Commission
1 Egawes Dr.
Hooksett, NH 03106

Re: Payment Request No. 18 (Final) – WWTF Phase 3A Capital Improvements

Dear Mr. Baines:

Please find enclosed three copies of **Payment Request No. 18** from PRB Construction Inc. for the above-referenced project. We have reviewed the payment request and have determined that it is mathematically correct and that the values for work completed as of May 26, 2024, are acceptable.

Payment Summary Through Payment Request No. 18 is as follows:

Original Contract Amount	\$4,952,419.00
Change Order #1	\$22,643.55
Change Order #2	\$36,195.49
Change Order #3	\$55,193.45
Change Order #4	\$28,799.13
Change Order #5	\$41,500.45
Change Order #6	(\$50,171.82)
Current Contract Amount	\$5,086,579.25
Current Payment Due	\$133,637.39
Total Amount Previously Paid	\$4,952,941.86
Total Amount Invoiced to Date (including this Payment)	\$5,086,579.25
Retainage Amount to be Held with this Payment	(\$100,868.20)
Total Previous Retainage Held	\$100,868.20
Total Retainage including this Payment Retainage	\$0.00
Punchlist Value (included in Total Retainage above)	\$0.00
Balance to Finish (including Retainage)	\$0.00


Please have all three copies signed on the Payment Request cover page. Forward one copy of the Payment Request to PRB Construction along with their payment check for the “Current Payment Due” amount above, keep one copy for your files, and forward the other copy to us for our files. Note the retainage for this project must be kept in a separate interest-bearing escrow account. Please call if you have any questions.

NOTE: The payment of \$133,637.39 should be made by cutting two (2) checks; one out of the Project Retainage Account for \$100,868.20 and one out of the normal Bank Account for \$32,769.19. This is for the release of the 2% retainage held for the one-year warranty period.

Page 2 of 2
Mr. Sidney Baines
May 29, 2024

Very truly yours,

UNDERWOOD ENGINEERS, INC.



Daniel Jacobson
Project Engineer

cc: Ken Conaty – Hooksett Sewer Commission
David Mercier - UE

