

Hooksett Sewer Commission  
September 17, 2024  
Meeting Minutes

INITIAL	COMMENTS
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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.

**Pledge of Allegiance**

**Approve and Sign Manifest**

**Approve meeting Minutes:** Commissioner Richard Bairam made motion to approve the workshop and regular meeting minutes of September 3, 2024. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.

**Read Correspondence**

**Financial Report:** None

**Scheduled Appointments: 12:00pm NHDES RE: Energy Audit**

–Superintendent Conaty said during the meeting that a miscommunication had happened and The NHDES was under the impression that the meeting was September 18, 2024 and that is why they were not there. He said he would send out a correction email and reschedule them for the next Sewer Commission meeting.

**12:30pm Grant McGregor, new Town Planner**

New Town Planner Grant McGregor came to introduce himself and meet the Hooksett Sewer Commissioners. Conversation was had about TIF district areas and plans for development within Hooksett. Chairman Sidney Baines asked Grant if there was anything he wanted to ask of the Sewer Commission. Grant responded that he didn't come in with any specific questions but wanted to see where the pump stations are. Chairman Sidney Baines spoke about the new pump station that was put in near 3A and told Grant that Superintendent Conaty and Assistant Superintendent Clark could answer any of his questions or show him around town. Commissioner Duhaime spoke about the work being done around Exit 11 and said once that work is done than he believes work around Exit 10 will take off. Chairman Sidney Baines spoke of the work that needs to be done to the Martin's Ferry pump station and pipelines that need to be put in to finish development before anything happens to Exit 10.

Chairman Sidney Baines invited Bruce Thomas the town engineer to speak about the TIF district at this point.

- Bruce spoke on the work that needs to be done to complete warrant article to work on TIF district expansion (pump stations etc.) the cost of all the projects that need to be completed are around 10 million dollars. Bruce Thomas spoke of the wording that needs to be put in the warrant article so that it does not have to continually be readdressed. Superintendent Conaty said that in big letters it needs to say "THIS DOES NOT AFFECT YOUR TAXES". Bruce Thomas asked that at some point he meet with him to work on the wording of the warrant article.
- Bruce Thomas talked about the phases of development that needs to happen
- Bruce spoke on the property south of the Hooksett Tri Town arena and some issues that have been presented about development in that area.
- Old home day is Saturday September 21, 2024
- Bruce talked on the roundabout project. He went to the planning board last night, he said things went well. It appears that they made need to take a house down in that area depending on the plans.
- Bruce is meeting with the economic development committee and the town council in regards to the roundabout project. Chairman Sidney Baines asked what time the meeting was. Bruce Thomas responded that it was at 4:00 and all are welcomed to go. He said the presentation he will give is online.
- Superintendent Conaty asked that Bruce Thomas schedule a TIF meeting. Bruce Thomas said that the economical committee meeting tomorrow night includes the TIF. Superintendent Conaty said that they need to get the force main project moving forward and get approvals.
- Chairman Sidney Baines asked for a moment of silence for Dave Boutin whom passed away.

### **Superintendent Conaty's Report:**

#### **Plant:**

- Plant numbers for September so far TSS 17.1mg/l 94% removal, BOD 17.0 mg/l 96% removal. pH average 7.21, average low 7.01, lowest 6.95.
- Permits are still open for public comment
- Met with attorney, engineer and clean sample expert
- Rick Cantu came in to do the first 6 tests- 2 per month through September
- Setting up larger meeting with plant on the Merrimack
- Sludge intermunicipal agreement-working on final documents with Merrimack

- Calibrating flow meters on 18<sup>th</sup>-20<sup>th</sup>. This got bumped till Monday.
- Issue with RAS pumps. Having issues with getting a steady flow. Chairman Sidney Baines asked the age of the pump. Assistant Superintendent Clark stated that it is 15 years old. Chairman Sidney Baines asked if we have a back up for this. Assistant Superintendent Clark said we do but they are all the same. Assistant Superintendent Clark said they are trouble shooting and it is a work in progress.
- Broke 1 sludge bower-have two others-scheduled for replacement. These blowers are going to be upgraded in the near future because they are 50+ years old. Superintendent Conaty said replacing parts in the old blowers is more costly than getting a new one. Superintendent Conaty said a mixer broke as well, him and Assistant Superintendent Clark worked together to find the issue.
- 1 failed BOD test-cleaned the tanks the day before. The failed BOD was reported to the proper channels. The issue was resolved.

**Solar:**

- Production looks on par. Assistant Superintendent Clark gave an update on the solar production this far (attachment 1). The utility bill without solar would have been \$16,207.00, the wastewater treatment facilities actual utility bill with solar was \$5,370.00, if the green credits earned are subtracted from the utility bill the actual cost would have been \$2,889.00 for July.

**Force Main Replacement/Martin's Ferry pump station upgrade:**

- Six easements have been granted, waiting on one
- Met with Eversource at their Attorneys office, received comments back. Very minor changes are being made, just waiting on signatures.
- Town easements are in hand
- SNHU easements are in hand
- Old Castle easement in hand
- Sent a certified letter to McClellan and have been playing phone tag for the one easement left. Superintendent Conaty said he doesn't believe that MCClellan has an issue with the easement; it is just a matter of communication.
- SRF funding list: Martin's Ferry main #22- authority to proceed. The breakdown was explained by Superintendent Conaty. The SRF funding is for 4.2 million. There is a 10% forgiveness which is \$420,000. That leaves \$3,780,000.00. The Town is responsible for half and the Sewer is responsible for half. The town and sewer each are responsible for \$1,890,000.00. The sewer has 1.2 Million already put away for this project. This means the sewer is responsible for a remaining \$690,000.00. The Town ARPA funds need to be committed by 12/31/24. Superintendent Conaty said that there is a very tight time line

and this is his focus. Chairman Sidney Baines asked what happens if the deadline isn't met? Superintendent Conaty said that the money evaporates and goes back to the Government.

**Dewatering Project:**

- Screw presses to be delivered by the end of December
- Working on trench drain

**Asset Management:**

- Creating a new database and entering new equipment
- Assistant Superintendent Clark has a power point presentation that he has been working on and will present it to the Commission at the next meeting.
- Speaking at asset management conference in October, have met with John Jackman

**TIF Project:**

- Tri Town pump station is functional
- Electrician- waiting on small items to finish up
- PRB is continuing work on punch list items
- Waiting on one payment, then connections can start. Commissioner Robert Duhaime asked how that works, who is doing the connections. Superintendent Conaty said that he has nothing to do with it; everyone pays for their own connections so they can hire who they want. Superintendent Conaty will have to inspect all work done.
- Several inquiries from residents already on when they can connect to Sewer
- Paving at tri town should start soon

**Other:**

- Lamontagne project at 7 Martin's Ferry Road is in progress
- The final inspection was done for the residential part of the Park Place project
- The foundation is complete and construction continues for the commercial part of the Park Place project.
- Construction at Golden Gate has started. Panels are mounted and concrete pad will be poured on Monday.
- Superintendent Conaty met with Cummings Printing about new permit application. The permit is going to the state for approval.
- 14 Farmer Road will be connecting to sewer. Permits are paid.
- Waste water budget for 2025-2026. Superintendent Conaty gave a copy of the budget to the Commission at the last meeting. He asked for feedback, questions and comments.

Chairman Sidney Baines said he was satisfied with the budget Superintendent Conaty had presented. Commissioner Robert Duhaime and Commissioner Richard Bairam agreed. The Sewer Commission told Superintendent Conaty to go forward with presenting the budget.

**Old Business:**

- TIF updates are every third Tuesday of the month

**New Business:**


- Office Manager Linda O'Keefe's Report.
- Linda went into the meeting at 1:31pm to present her office report to the Sewer Commission. Linda spoke on the Audit that took place on September 4, 2024. She also went over the daily operations of the office. Chairman Sidney Baines thanked Linda for a good report. Linda left the meeting at 2:44pm.
- The next Sewer Commission meeting is October 1, 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 2:45pm. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.

Respectfully Submitted,

  
Kim Langlois  
Billing Clerk

  
Richard Bairam (Clerk)

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2024-25		KWH PRODUCED	HEATING OIL	ELECTRICITY	ISO	UTILITY BILL W/O SOLAR	UTILITY BILL WITH SOLAR	TOTAL COST OF ELECTRIC	PERCENT SAVINGS
JUL	91,889	\$4,946.56	\$5,890.26	\$2,481.00	\$16,207.10	\$5,370.28	\$ 2,889.28	82.2%	
AUG		\$0.00	\$0.00	\$0.00	\$0.00		\$ -	#DIV/0!	
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	91,889	\$4,946.56	\$5,890.26	\$2,481.00	\$16,207.10	\$5,370.28	\$2,889.28		
SAVINGS						\$10,836.82	\$13,317.82		
MONTHLY AVG									

2024-25

HEATING OIL (NOT IN METER)