

HOOKSETT SEWER COMMISSION
OCTOBER 1, 2024
MEETING MINUTES

INITIAL	COMMENTS
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<u>J</u>	
<u>RLA</u>	

The 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 excused.

Pledge of Allegiance

Approve and sign manifest.

Approve meeting Minutes: Commissioner Bairam made a motion to approve the workshop and regular meeting minutes of September 17, 2024. Chairman Baines seconded. All in favor. Motion carried.

All correspondence was read.

Financial Report: Guy Beloin came in to give an update on the cash and invested funds.

- Commissioner Bairam made a motion to **transfer \$35,279** WWTF State Aid Grant Phase 3 Capital Improvements collected from Hooksett Sewer Commission checking account to Hooksett Sewer Commission Trust – Plant & Composting account for Wastewater Treatment Facility Capital Improvements (#3 of 5). Seconded by Chairman Baines. Motion Carried.
- Commissioner Bairam made a motion to **transfer \$3,900** for Hooksett Sewer Commission checking to Hooksett Sewer Commission Trust – Property Enhancements account for the first three months of fiscal year 2025. Revenues from rent collected. Seconded by Chairman Baines. Motion Carried.
- Commissioner Bairam made a motion to **transfer \$45,000** from Hooksett Sewer Commission checking to Hooksett Sewer Commission Trust – Plant and Composting account for the first three months of fiscal year 2025 savings from Renewable Energy System. Seconded by Chairman Baines. Motion Carried.
- Commissioner Bairam made a motion to **transfer \$3,785.69** from Hooksett Sewer Commission Trust – Plant and Composting account to Hooksett Sewer Commissioner checking account for Phase 3A cash funded project expenditures. Seconded by Chairman Baines. Motion Carried.
- Commissioner Bairam made a motion to **transfer \$434.34** from Hooksett Sewer Commission Trust – Plant and Composting account to Hooksett Sewer Commission checking account for Martins Ferry Pump Station project expenditures. Seconded by Chairman Baines. Motion Carried.

- Commissioner Bairam made a motion to **transfer \$26,990.45** from Hooksett Sewer Commission Trust – Capital Reserve account to Hooksett Sewer Commission checking account for SAM Mechanical mini-split plant installation. Seconded by Chairman Baines. Motion Carried.

Scheduled Appointments:

12:15pm NHDES RE: Energy Audit

Present were: Sharon Nall – NHDES

Steve Bolles from Process Energy Services

Jessie Duston – Energy Efficiency Consultant with Eversource

Steve reviewed the findings of the audit. This is an update from a previous evaluation. Section 2 is Energy Management. This benchmarks the facility internally and also looks at other medium wastewater facilities in the State of NH. It's looking at the plant's efficiency. Section 3 is Facility Systems which is a general review of the systems. Section 4 is Recommended Measures.

Steve reviewed the recommended cost savings projects based on improvements at the plant to improve efficiency.

After a lengthy discussion Sharon and Jessie explained the financial incentives available from the SRF funding and Eversource to implement the cost saving projects.

Supt. Conaty stated that he has so many projects going on that he couldn't do cost saving projects right now but he will put a list together.

Chairman Baines stated that they're always interested in saving energy. He thanked everyone for sharing the audit information.

Assistant Superintendent John Clark reported on the following:

Plant:

- Plant discharge numbers for September look good.
 - TSS 18.6 mg/l 94% removal
 - BOD 14.4 mg/l 96% removal
- pH average 7.01
 - average low 6.84
 - lowest 6.02

- Permit Process
 - Still waiting for the public comment period;
 - Rick Cantu is doing 2 tests in October. They are clean water samples.
 - Setting up meeting with larger plants on the Merrimack
- Calibrated flow meters on 9/23/24. Done by Electrical Installations Inc. Results are on sheet 1 (attached).
- Sludge inter-municipal agreement with Merrimack. (sheet 2 attached). Supt. Conaty stated that the Commissioners should review it. He has a clean copy to be signed by the Board. It also has to be notarized and signed by Supt. Conaty as well. This can be signed at the next meeting. According to the agreement, the price will only increase by 3% each year. It will be easier to budget.
- Issue with RAS pump. Working through it. Looking for different pump style.

Solar:

- Production looks on par. The attached spreadsheet (sheet 3) has information from the August utility bill.
- Working on REC payment system. Currently getting \$27 per megawatt.

Superintendent Conaty reported on the following:

Force Main Replacement/Martins Ferry Pump Station Upgrade:

- Six easements granted – five in hand and one being worked on. Will have it for the next meeting. Once Supt. Conaty has all of them, he will go the Merrimack County Registry of Deeds and register everything.
 - Eversource (1) – signed in hand
 - Town (2) –signed in hand
 - SNHU (2) – signed in hand
 - Old Castle (1) signed in hand
 - Sent letter to McClellan (1) – emailed owner information
- SRF Funding list
 - Martins Ferry Force Main - #22 is being funded. Guy and Linda will be working on the application.
 - Town ARPA funds need to be committed by 12/31/24 – (see Underwoods’s schedule attached sheet #4)

Dewatering Project:

- Screw Presses to be delivered end of December.

Asset Management

- Entering new equipment – creating new database. This is ongoing.
- Speaking at Asset Management conference in October – Presentation by John

TIF Project:

- Tri Town is functional
- Electrician waiting on small items
- Working on punch list
- Waiting on one payment
- Several inquiries from residents
- Paving at Tri-Town soon

Other:

- 7 Martins Ferry Rd. – Lamontagne – in progress
- Park Place Residential is now renting. Final inspection done.
- Park Place Commercial – under construction – foundation complete.
- Golden Gate started – generator placed last Friday 9/27/24
- 25/26 Budget sent to Budget Committee
- Cummings Printing application – determined to be minor – no IDR required according to NH DES. (see attached sheet #5)
- 14 Farmer Rd. connected to sewer system.

OLD BUSINESS: NONE

NEW BUSINESS:

- The next Sewer Commission meeting is October 15, 2024.
- Commissioner Bairam made a motion to accept the abrupt departure of Kim Langlois, at 10:00am, today. She left voluntarily and her resignation has been accepted. Seconded by Chairman Baines. Motion Carried.

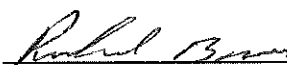
NON-PUBLIC SESSION: NONE

PUBLIC INPUT: NONE

ADJOURNMENT: Commissioner Bairam made a motion to adjourn at 1:08 PM. Seconded by Chairman Baines. Motion carried.

Respectfully Submitted


Linda O'Keefe
Office Manager


Richard Bairam (Clerk)