

**HOOKSETT SEWER COMMISSION
FEBRUARY 4, 2025
MEETING MINUTES**

INITIAL	COMMENTS
<u>B</u>	<u>Noted</u>
<u>SPD</u>	

The meeting was called to order at 12:00pm. Present were Commissioner Richard Bairam, Commissioner Robert Duhaime, Superintendent Ken Conaty and Assistant Superintendent John Clark. Chairman Sid Baines was excused.

Pledge of Allegiance.

Manifests were approved and signed.

Approve Meeting Minutes: Commissioner Duhaime made a motion to approve and sign the workshop and regular meeting minutes of January 21, 2024. Seconded by Commissioner Bairam. Motion Carried.

All correspondence was read.

Financial Report:

G. Beloin reported on the cash and invested funds.

G. Beloin did the annual rate increase review. He showed the Board of copy of the Consumer Price Index which shows a 3.3 percent increase for calendar year 2024. He uses this index when he figures the rate increase.

Based on the Consumer Price Index increase, he is proposing the following increase to start in January 2026 to keep in sync with inflation:

Industrial Units: from \$102 to \$105 per quarter

Commercial Units: from \$65 to \$67 per quarter

Residential Units: from \$40 to \$41 per quarter

Gallon Charges: \$7.40 per thousand gallons to \$7.65 per thousand gallons

Commissioner Bairam made a motion to table this discussion until there's a full Board. Seconded by Commissioner Duhaime. Motion Carried.

- Commissioner Duhaime made a motion to transfer \$43,655.25 from the Hooksett Sewer Commission Trust – Plant and Composting account to Hooksett Sewer Commission checking account for the Merrimack Street pump station project expenditure. Seconded by Commissioner Bairam. Motion Carried.
- Commissioner Duhaime made a motion to transfer \$4,000 from the Hooksett Sewer Commission checking account to the Hooksett Sewer Commission Trust – Property Enhancement account for the second quarter (three months) of fiscal year 2025 rent collected. Seconded by Commissioner Bairam. Motion Carried.

- Commissioner Duhaime made a motion to transfer \$45,000 from Hooksett Sewer Commission checking account to Hooksett Sewer Commission Trust – Plant & Composting account for the second quarter (3 months) of fiscal year 2025 savings from renewal energy system. Seconded by Commissioner Bairam. Motion Carried.
- Commissioner Duhaime made a motion to transfer \$11,232 from Hooksett Sewer Commission Trust – Plant & Composting account for second quarter fiscal year 2025 renewable energy credits collected. Seconded by Commissioner Bairam. Motion Carried.
- Commissioner Duhaime made a motion to transfer \$61,854.60 from Hooksett Sewer Commission checking account to Hooksett Sewer Commission TD Bank Escrow – PRB Construction retainage (account 7736600775). Seconded by Commissioner Bairam. Motion Carried.

Scheduled Appointments: Doug McGuire was in to see the Board regarding an update to the Bernice Street project. This project was started a number of years ago. It needed some variances which have been obtained. The project has 27 single family lots. The sewer tie in was already worked out with Supt. Conaty.

Supt. Conaty will stamp the plans after the pre-con meeting.

OLD BUSINESS: NONE

Assistant Superintendent John Clark reported on the following:

PLANT NUMBERS FOR JANUARY

- TSS 12.1 mg/l 96.0% removal
- BOD 16.0 mg/l 94.0 % removal
- pH average is 7.18
 - average low is 6.97
 - lowest point is 6.85
- Permit

Supt. Conaty gave the Board a copy of the permit package he is sending to EPA.

 - Permit is open for public comments. They are due on 2/13/25. EPA granted a 30-day extension.
 - There are comments in the package from Atty. Bob Lucic, Rick Cantu, from Osprey Owl, Dave Mercier, from Underwood Engineers and Supt. Conaty's fiscal impact
 - The package will be submitted, to EPA, before the next meeting on February 18th. If the Commissioners have any questions or comments, they should contact Supt. Conaty before the package is submitted.

SOLAR:

- Production looks a little higher than average for the month.

Superintendent Ken Conaty Reported on the Following:**FORCE MAIN REPLACEMENT/MARTINS FERRY PS UPGRADE**

- Six easements granted – waiting on one.
McClellan (1) – Working on final.
- SRF funding list
 - It looks like bid will moved to March.
 - Waiting on Archaeological report

DEWATERING PROJECT:

- Screw Presses still on schedule to be delivered by the end of February.
- Conveyors were delivered 2nd last week. They are ready to be installed once the Presses get here.
 - Supt. Conaty and Asst. Supt John Clark will be going to NY in February to check on the progress of the screw presses.
 - 2nd construction meeting will be in March.

ASSET MANAGEMENT:

- Entering new equipment – creating new database – on hold while working on permit.

TIF PROJECT

- Tri Town pump station is fully functional. It's still missing 3 lights. Supt. Conaty will contact the electrician.
- There's a TIF meeting on Tuesday, February 18, 2025, at 4:30 pm, at Town Hall.

OTHER:

- Park Place Commercial – under construction – foundation is complete. The steel has arrived and is on site.
- Supt. Conaty and Asst. Supt. Clark went to the NEWEA Conference in Boston.
- NH DES cyber security implementation – still working on bugs.
- Merrimack St. pump station – New pole and transformers getting scheduled.
- Sludge blowers to be ordered.
- Working on RAS pump controls.
- University Commons – (20 townhouses) – Should be starting on the sewer work next week.
- Chester Woods (72 apartments and 39 contractor bays) starting soon.
- 47 Thames Rd Apartments (16) - started.
- 1271 Hooksett Rd. (Panera & Coffee) 78 seats – proceeding soon.
- Heads Pond project.

- .GOV email and website swap over – this month.

NEW BUSINESS: NONE

NON-PUBLIC SESSION: NONE

PUBLIC INPUT: NONE

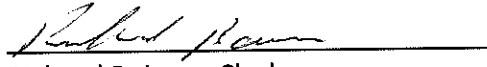
ADJOURNMENT:

Commissioner Bairam made a motion to adjourn at 1:18pm. Seconded by Commissioner Duhaime.

Respectfully



Linda O'Keefe
Office Manager


Richard Bairam, Clerk