

DATE RECEIVED 3-17-25

HOOKSETT SEWER COMMISSION
March 4, 2025
MEETING MINUTES

INITIAL	COMMENTS
<u>B</u>	
<u>aw</u>	

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

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 February 18, 2025. Seconded by Commissioner Bairam. All in favor. Motion Carried Unanimously.

All correspondence was read.

Financial Report:

G. Beloin reported on the cash and invested funds. He also went over a few excerpts from the audit report. He's still waiting for the January statements for the Trust accounts which is why they're not yet reconciled.

G. Beloin stated that, in light of the budget that may or may not pass at Town meeting next week, the cost for the new billing software implementation went up more than anticipated so the office budget might be short approximately \$5,000. He stated the Capital Reserve account may be a source if there's a default budget. Supt. Conaty stated that the default budget is higher than was proposed. G. Beloin stated that the office default is approximately \$25,000 less. Supt. Conaty stated that the money could be moved from the plant budget to the office to make it work.

Commissioner Bairam made a motion to transfer \$254,247.92 from Hooksett Sewer Commission Trust – Plant and Composting account to Hooksett Sewer Commission checking account for Solids Handling project #CS-334187-11 (specifically balance of BDP Industries machine Project # 1681 \$918,900 less CWSRF eligibility \$388,982.08 less ARPA Grant Funding \$375,670). Seconded by Commissioner Duhaime. All in favor. Motion Carried Unanimously.

Commissioner Bairam made a motion to transfer \$14,909.98 from Hooksett Sewer Commission Trust – Plant and Composting account to Hooksett Sewer Commissioner checking for Martins Ferry Pump Station project expenditure. Seconded by Commissioner Duhaime. All in favor. Motion Carried Unanimously.

Scheduled Appointments: NONE

Assistant Superintendent John Clark reported on the following:

PLANT NUMBERS FOR FEBRUARY

- TSS 12.6 mg/l 96.0% removal – last 13.2 mg/l 95.0% removal
- BOD 16.9 mg/l 94% removal – last 18.8 mg/l 94.0 % removal
- pH average is 7.41
 - average low is 7.28 - last 7.2
 - lowest point is 7.12 – last 7.12

- Permit
 - Public comments were due on 2/13/25 and sent in by Atty. Lucic. No word back.

SOLAR:

- Production looks slightly below average for month of January (see attached)

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 be after March vote.
 - Waiting on Archaeological report suggestions.

DEWATERING PROJECT:

- Screw Presses on site – temp being set up. By next meeting Press should be running.
- Conveyors are on site.
- There are a couple of change coming for this project. Doors, polymer lines, flow meters on the polymer lines and TSS meter.
- 2nd construction meeting is March 18th at 1:00pm.

ASSET MANAGEMENT:

- Entering new equipment – creating new database

TIF PROJECT

- Electrician is waiting on one item (lights)
- There's a TIF meet tomorrow, at Town Hall, at 4:30pm.

OTHER:

- 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 – new vfd installed.
- University Commons – (20 townhouses) – started.
- Chester Woods (72 apartments and 39 contractor bays) starting soon.
- 47 Thames Rd Apartments (16) - started.
- .GOV email and website swap over –March
- Finishing CMOM report (EPA)
- Finishing Industrial Pretreatment report (EPA)
- Old Castle lease. On Commissioner’s desk to be signed.
- Attended EDAC meeting with Commissioner Baines.
- Senate and House Bills (see attached). Supt. Conaty will look up House members and get emails to them for our opposition.

OLD BUSINESS: NONE

NEW BUSINESS: L. O’Keefe’s Report:

1. L. O’Keefe reported on the upgrade to two of the office computers. They are running Windows 7 and Windows 10 and will be upgraded to Windows 11. L. O’Keefe explained to the Board what Windows is and why it needs to be upgraded.
2. L. O’Keefe reported on the monthly credit card and e-check payments for 2023 and 2025. Based on the end of year 1099-K from the Continental Utility Solutions, her yearly reports match the 1099’s.
3. L. O’Keefe reported on her search for new sewer billing software. The current software is out of date and there’s no guarantee of how long it will continue to be compatible with future new Windows operating system releases. L. O’Keefe has been doing demos of new software since August 2024 but had to abandon the search in October 2024 to train a new employee. She researched 5 software programs and their cost.
4. In February 2025 she did a demo, for the second time, of two software programs that interested her the first time.
5. The billing software she would like to go with is Muni-Link. The Village Water Precinct also likes the software by Muni-Link and is currently under contract with them and in the beginning stages of implementation.
6. The price given by Muni-Link is good to the end of July 2025

After a lengthy discussion Commissioner Bairam made a motion to purchase the new billing software through Muni-Link. Seconded by Commissioner Duhaime. All in favor. Motion Carried Unanimously.

NON-PUBLIC SESSION: NONE

PUBLIC INPUT: NONE

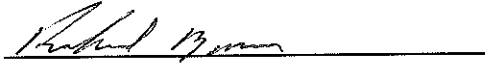
ADJOURNMENT:

Commissioner Bairam made a motion to adjourn at 1:30pm. Seconded by Commissioner Duhaime. All in favor. Motion Carried unanimously.

Respectfully



Linda O'Keefe
Office Manager



Richard Bairam, Clerk

From: NHMA Government Affairs <governmentaffairs@nhmunicipal.org>
Sent: Monday, March 3, 2025 1:21 PM
To: Ken Conaty
Subject: Legislative Alert: SB 84, SB 188, HB 577



SB 84, SB 188, HB 577

Throughout the legislative session, NHMA will send out alerts about specific priority bills coming up for a vote on the House or Senate floor.

This week, we are alerting you to a pair of bills to be acted on this **Thursday, March 6**, by the Senate and another bill in the House. All three bills are going to the floor with ought to pass (OTP) recommendations from policy committees. We are asking members to contact their legislators to register opposition to all of these bills, which usurp local control, and encourage them to vote against the OTP recommendations.

- **Find contact information for your senator here.**
- **Find contact information for your House members here.**

SB 84: Statewide zoning mandate

- **NHMA opposes**
- Mandates zoning ordinances to allow smaller lot sizes for single-family homes, overriding current zoning regulations in some municipalities.
- Requires municipalities to provide “empirical evidence” that the sewer system cannot support smaller lots, adding a new layer of complexity and burden on local governments.

SB 188: Private inspections

- **NHMA opposes**
- Allows property owners or developers to use licensed, insured private providers for building code plan reviews and inspections, excluding fire codes. *Supp over us.*

- Requires municipal regulatory bodies to review and approve, or notify of deficiencies, within 3-8 days depending on the type of inspection, or approvals are automatically granted by law.
- Creates “building permits by default” model and negatively impacts municipal revenue and expenses.

HB 577: ADU expansion

- **NHMA opposes**
- Allows one detached or attached accessory dwelling unit (ADU) by right on single-family lots.
- As amended, clarifies regulations for ADUs, such as aesthetic requirements and owner-occupancy mandates, but still repeals several local regulation provisions in current statutes.
- Transforming single-family zones into two-family zones puts strain on municipal services.

Sincerely,
The NHMA Advocacy Team

New Hampshire Municipal Association
25 Triangle Park Drive
Concord, NH 03301
603.224.7447



2024-25		KWH PRODUCED		BEHIND THE METER			UTILITY BILL		UTILITY BILL		TOTAL COST OF		PERCENT	
SOLD PACK				METER			W/O SOLAR		WITH SOLAR		ELECTRIC		SAVINGS	
					GREENENERGY	ISO								
JUL	91,889	\$4,946.56	\$5,890.26	\$2,481.00			\$16,207.10	\$5,370.28	\$ 2,889.28					82.2%
AUG	89,334	\$4,241.52	\$4,120.55	\$2,412.02			\$12,396.00	\$4,033.93	\$ 1,621.91					86.9%
SEP	69,257	\$2,885.12	\$3,023.73	\$1,869.94			\$11,241.53	\$5,332.68	\$ 3,462.74					69.2%
OCT	67,415	\$3,065.71	\$2,717.39	\$1,820.21			\$12,130.29	\$6,347.19	\$ 4,526.99					62.7%
NOV	50,282	\$2,866.88	\$3,056.06	\$1,357.61			\$16,744.77	\$10,821.83	\$ 9,464.22					43.5%
DEC	33,615	\$2,056.32	\$3,566.67	\$907.61			\$19,937.72	\$14,314.73	\$ 13,407.13					32.8%
JAN	38,579	\$3,253.80	\$3,390.38	\$1,041.63			\$20,128.80	\$13,484.62	\$ 12,442.99					38.2%
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	440,371	\$23,315.91	\$25,755.05	\$11,890.02	\$0.00	\$0.00	\$108,786.22	\$59,705.26	\$47,815.24					
SAVINGS								\$49,080.96	\$60,970.98					
MONTHLY AVG														
				ENERGY VALUE (NOT THRU METER)										

2024-25