

Hooksett Sewer Commission
August 5, 2008
Minutes

The meeting was called to order at 12:00 PM. Present were Chairman Sidney Baines, Commissioner Raymond Robb, Commissioner Roger Bergeron, Superintendent Bruce Kudrick and Bethany Hague. George Longfellow from the Hooksett Town Council was also in attendance.

APPROVE & SIGN MINUTES FROM JULY 15, 2008 & SPECIAL MEETING JULY 25, 2008.

Commissioner Bergeron made a motion to accept the July 15, 2008 meeting minutes as read. Commissioner Robb seconded. All in favor, motion carried unanimously. Commissioner Robb made a motion to accept the special minutes of July 25th, Chairman Baines seconded, and Commissioner Bergeron abstained. Motion carried.

APPROVED AND SIGNED MANIFESTS

READ CORRESPONDENCE

FINANCIAL REPORT – There was no financial report.

SUPERTEENDENT KUDRICK’S REPORT –

FLOW METER – The flow meter at the plant is not working again. Penta has contacted the contractor and a new one will be ordered. It will take between 8-10 weeks to receive it. A letter will be drafted for the state to make them aware of the situation.

NEW PRESS UNIT – Allenstown Wastewater has a new press unit it is testing for the next few days for its dewatering process. The dewatering amount is much higher than the process Hooksett is using at present. Supt. Kudrick will get more information on the unit to give to the Commissioners to review.

SCHEDULED APPOINTMENTS

STANTEC BILLS - *Vinent Iacozzi & Bob Corson, Thibeault Development, John Bisson, Attny. for Thibeault, & Rene LaBranche of StanTec.* Mr. Iacozzi wanted to discuss billing and procedures for inspections with the Commissioners. He explained that many other towns in New Hampshire have third party contracts with inspectors, between the town, contractor and engineering company. It spells out exactly what is expected of the developer, what type of inspections, fees, & approvals that the project will entail. Thibeault was wondering if the sewer commission, as well as the town would consider doing this type of contract so that everything is spelled out on paper, and fees are known in advance. There is a problem with some of the invoices that Thibeault is getting for the Berry Hill Project. Some of the invoices included travel time and lunches; things that should not be billed. The engineering costs on the project so far are

over \$107,000 dollars, with the total expected to be around \$250,000 just on the sewer part of the project alone. They (Thibeault) feel that they are having to many inspections, being billed for time that they shouldn't be, and that there is some duplication of services for the project.

Rene LaBranche explained to the board that in regard to the number of inspections, that is totally under the purview of Supt. Kudrick, not the inspectors. They do the inspections and tests that he wants done. Mr. LaBranche admitted that travel time has been an issue, and that Linda O'Keefe the Commission's Office Manager and he have had many discussions about the matter. Back in April of this year, the decision was made that he would eliminate all travel charges on the invoices, and if some were left on inadvertently, Mrs. O'Keefe would notify him and adjust the amount due. As to charging for lunch, he was not aware that was happening, and he will review what invoices have that on it, and remove it from the charges.

Bob Corson told the board of other problems regarding duplicate viewings of the same video for tv'd lines. The engineer was on site to review when it was happening, and then it gets reviewed again back at Stantec and they are billed for the engineer's time for both times. Discussion ensued regarding the need to review a tape already done, and whether or not a clear policy could be drawn up regarding this part of the inspection process.

Mr. Iacozzi asked that all the Stantec invoices be reviewed again by Mrs. O'Keefe regarding the issues the discussion centered on. Mr. LaBranche said that he would have no problems with that, and that he would agree to any changes Mrs. O'Keefe found. Attny. Bisson also asked for a copy of the second party contract that Stantec (or at the time of signing, Dufresne & Henry) signed with the Sewer Commission. A copy was made and given to him.

OLD BUSINESS

Commissioner Robb made a motion to allow Supt. Kudrick to choose a contractor to replace the stairs and make the entrance to the Commissioners building handicap accessible. Commissioner Bergeron seconded. All in favor, motion carried unanimously.

NEW BUSINESS

There was no new business.

NON-PUBLIC SESSION

At 1:25 PM Commissioner Robb motioned to go into Non-Public Session under RSA 91-A:3II (a). Commissioner Bergeron seconded. All in favor.

At 2:10 the Commissioners came out of Non-Public Session. No decisions were made.

PUBLIC INPUT

There was no public input

ADJOURNMENT

Commissioner Bergeron motioned to adjourn at 12:30 PM, Commissioner Robb seconded. All in favor. Motion carried unanimously.

Respectfully submitted

Commissioner Ray Robb
Clerk