

**Hooksett Sewer Commission**  
**August 19, 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 AUGUST 5, 2008.**

Commissioner Bergeron made a motion to accept the August 5, 2008 meeting minutes as read. Commissioner Robb seconded. All in favor, motion carried unanimously.

**APPROVED AND SIGNED MANIFESTS**

**READ CORRESPONDENCE**

**FINANCIAL REPORT – Guy Beloin** – Mr. Beloin informed the Commissioners that he had spoken to Franz Vail at the NH DES, regarding the conversation he had had with Chairman Baines that the Treatment Plant would be able to obtain more money from the SRF funds due to increases in the costs of construction due to delays without having to go back to the Hooksett Voters. Mr. Vail informed Mr. Beloin that the information given to Chairman Baines was incorrect: any changes in amounts must go before the town.

Mr. Beloin submitted his report which included the Cash Balances in the PDIP accounts. Also submitted was the balance sheet comparing June 2007 to June 2008, and the Profit and Loss Actual vs. Budget report as of June 30, 2008. There is \$77,719.6 left in the 2007-2008 budget. Mr. Beloin had talked to Supt. Kudrick and they suggested that \$50,000 should be transferred to the Operation and Maintenance Line Item, while the rest of the funds stay where they are now. Commissioner Bergeron made motion to transfer \$50,000 of the surplus funds to the Operation and Maintenance Replacement Line Item. Commissioner Robb seconded. All in favor, motion carried unanimously.

While comparing 2007 and 2008, he noted that interest income was down, and the Commissioners asked him to ask the treasurer about other places to put monies. Mr. Beloin also informed the Commissioners that another extension request for SRF monies will need to be sent to Gretchen Rich at DES due to the delays of construction. He will have the letter drawn up for Chairman Baines to sign.

Mr. Beloin needed the Commissioners to approve two transfers of monies.

1. The Sewer Checking account needed to be reimbursed by the System Development Fees for the following expenses:

Graves Engineering	\$33,994.81
Neighborhood News	\$142.80
<u>AAA Pump Service</u>	<u>(\$1275.53)</u>
Total	\$32,862.08

Commissioner Bergeron made a motion to transfer \$32,862.08 from the System Development Fees to the Sewer Checking Account. Commissioner Robb seconded. All in favor, motion carried unanimously.

2. The Sewer Checking account needed to be reimbursed by the Capital Replacement Fund in the amount of \$45,562.60 for the following expenses:

Eastern Pipe Services	\$12,960.00
Conway Office	\$3,691.86
Boettcher Electric	\$8,793.75
Fay Electric Motors	\$1,543.82
RH White	\$28,084.00
<u>Already Reimbursed</u>	<u>(\$9,510.83)</u>
Total	\$45,562.60

Commissioner Robb made a motion to transfer \$45,562.60 from the Capital Replacement Fund to Sewer Checking account. Commissioner Bergeron seconded. All in favor, motion carried unanimously.

**SUPERINTENDENT KUDRICK’S REPORT –**

**HANDICAPPED RAMP** – Supt. Kudrick informed the Commissioners that he has chosen Russell Pelletier to perform the work on the entrance to the Commission building. The bid amount was \$5,345.00.

**REPAIR OF DEWATERING MACHINE MOTOR** – The engine lost a bearing and was repaired by RH White. The motor was repaired rather than replaced due to high costs of a new one.

**BUILDING DEPARTMENT PROBLEMS** – Supt. Kudrick wanted to make the Commissioners aware of yet another problem regarding the lack of communication from the Town Hall. A Chinese restaurant was trying to go into the former Supercuts unit at the K-Mart Plaza without a grease trap. The owner of the restaurant had been scheduled to come speak to the board at a previous meeting but had not shown. The new building inspector realized that something was not right about the project and contacted Supt. Kudrick. Considering this was a significant change of use, someone should have contacted the Sewer Department about the project. Supt. Kudrick also went up to the building department and found out that the Goodwill at the Hooksett Landing did not have many sign offs from the different departments (including Sewer) for the Certificate of Occupancy that was signed. Supt. Kudrick had never performed a final inspection on the unit. George Longfellow suggested that formal letter outlining the problems be sent to the Town Council.

## **SCHEDULED APPOINTMENTS**

**Gorman Rupp Pump Stations – Heads Pond Project – *Ron Corriveau, Manchester Sand & Gravel*** – Mr. Corriveau came in to speak to the Commissioners to explain the reasoning for using the Gorman Rupp pump stations, and how they would affect how the sewer was set up for the different phases of the project. Supt. Kudrick asked him to come in as the Sewer Department will eventually take over these pump stations when the project is completed. They are a different type of pump station, where all the mechanics are above ground, which helps with repair and safety. Mr. Corriveau has worked with these types of pumps before, and recommends them.

## **OLD BUSINESS**

There was no old business.

## **NEW BUSINESS**

There was no new business.

## **NON-PUBLIC SESSION**

The Commissioners did not enter into non-public session.

## **PUBLIC INPUT**

There was no public input

## **ADJOURNMENT**

Commissioner Bergeron motioned to adjourn at 1:25 PM, Commissioner Robb seconded. All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Ray Robb  
Clerk