

**Hooksett Sewer Commission
October 7, 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.

APPROVE & SIGN MINUTES FROM SEPTEMBER 16, 2008

Commissioner Bergeron made a motion to accept the September 16, 2008 meeting minutes as read. Commissioner Robb seconded. All in favor, motion carried unanimously.

APPROVED AND SIGNED MANIFESTS

READ CORRESPONDENCE

FINANCIAL REPORT – Mr. Beloin submitted his report to the Board. He informed them that we have received the \$213,000 drawdown from the SRF funds which will be deposited into System Development Fees. The amended start date to begin paying back the SRF funds has been approved, and the first payment will be due January 2010. So far the total drawdown has been \$651,000, with 2.9 million left.

Mr. Beloin requested that \$329,755.14 be transferred from the TD Banknorth SDF to the Sewer Checking Account for the following expenditures:

Graves Engineering	\$ 22,670.22
Pental Corporation	\$298,925.10
PSNH	\$ 8,003.82
<u>Concord Aviation Services</u>	<u>\$ 156.00</u>
Total	\$329,755.14

Commissioner Bergeron made a motion to transfer the \$329,755.14 from the SDF fund to the Sewer Checking Account. Commissioner Robb seconded. All in favor, motion carried unanimously.

SUPERINTENDENT KUDRICK'S REPORT

UNIVERSITY HEIGHTS PROJECT – It came to Supt. Kudrick's attention that contractors on this project have almost completed a house on one lot and have poured a foundation on another that are not on inspected sewer lines. The house has no sewer permit, has not been inspected at all, and from his visual inspection, Supt. Kudrick did not believe it was installed properly. He has told the contractor that the entire line must be dug up and redone. Luckily, the other lot was not far along, but it also cannot proceed because it will not tie in to an inspected line. University Heights now wants to complete all services to a certain cut-off point by the end

of October. However, the project still owes money to the Sewer Commission for past escrow, and will need to submit more money for plan review and inspections.

GENERATOR PERMIT – While attending an Operations seminar, Supt. Kudrick found out that all generators of a certain power had to be permitted by the state. However, no one besides one other operator at the seminar knew that that was a requirement, and no notification had ever been given by the state. Supt. Kudrick is finishing the permit process now.

OIL – Supt. Kudrick was given a lock-in price of \$3.59 from Lavalley Oil. He asked the Board if they would like to lock-in at the price or just pay as we go. Chairman Baines and Commissioner Robb said to have the paperwork drawn up. Commissioner Bergeron was against it. Supt. Kudrick will contact Lavalley for the contract.

21 GRANT DRIVE – It was found during an inspection for a blockage at the property that this house was never connected to the sewer when it was supposed to be over 20 years ago. The present owners bought the property with the understanding that it was on sewer, and have been paying their bills on time since owning it. The house now has been connected to the sewer, which unfortunately included going into the roadway. The final amount for all the work done has not been compiled by the contractor that did the work, but should be done soon. It is estimated that the current owners have paid roughly \$5400 to the Sewer Commission since they bought the property. Commissioner Bergeron made a motion to extend the amount up \$5400 to the total cost of the project to offset the homeowner's cost. Commissioner Robb seconded, all in favor. Motion carried unanimously.

FYI - The loading dock has been finished at the plant, all the guys did a great job, and it looks good. : Justin Richardson will be coming on Friday the 10th to show Supt. Kudrick how far Wright-Pierce has gotten on the sewer mapping. : A new sign for the treatment plant is included in the upgrades, and Supt. Kudrick asked the Board to consider what they would like it to say and look like and give suggestions. : The sewer manhole that a resident on Main Street complains about has been checked, but it does not make the noise he complains of, and to run over it you have to go to one side of the road. Supt. Kudrick wanted the Board to be aware that everything that could be done has been. : The generator at K-Mart is being replaced, but unfortunately the overall project manager did not remember to schedule a gas company employee, and there will be a delay in finishing the project because of it. Supt. Kudrick had spoken to the project manager regarding this subject a week before, so he will be complaining to the man's supervisor regarding this oversight.

SCHEDULED APPOINTMENTS

PMC BIOTECH - Don Rogers – Mr. Rogers gave a presentation to the Board regarding PMC Biotech's system that can reduce the amount of sludge produced by wastewater processes by up to 80%. Mr. Rogers gave a brief history of his background as well as the company's, and then explained how his company's process was being used at the Seabrook, New Hampshire plant. That plant has had a significant drop in the number of sludge loads needed to be trucked for disposal since this process has come online, which in turn has saved the plant on hauling costs. It

was decided that Chairman Baines and Commissioner Robb would go to the Seabrook plant for a tour of the facility on the 16th to get a better picture of what is involved.

CMA ENGINEERS –*Joe Ducharme* – Mr. Ducharme was asked to come before the Board by Supt. Kudrick to give an overview of the services CMA Engineering provides. CMA could be called upon to do any of the engineering services that the Sewer Commission could require, and he provided an informational packet of information for the board to review.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

NON-PUBLIC SESSION

The Board did not go into non-public session.

PUBLIC INPUT

There was no public input

ADJOURNMENT

Commissioner Bergeron motioned to adjourn at 2:35 PM, Commissioner Robb seconded. All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Ray Robb
Clerk