

Hooksett Sewer Commission
November 18, 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 OCTOBER 21, 2008

Commissioner Bergeron made a motion to accept the October 21, 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 Commissioners. He explained that he is structuring accounts so that upcoming PENTA invoices will be paid in a timely manner. He submitted the balance sheet for PDIP investment accounts, and checking account. Mr. Beloin recommends transferring all of the TDBanknorth Money Market funds into the Sewer Checking account for the future PENTA invoices. Commissioner Bergeron made a motion to transfer \$491,563.42 from the TDBanknorth Money Market fund to the Sewer Checking account. Commissioner Robb seconded. All in favor, motion carried unanimously.

Mr. Beloin also requested that \$282,965.06 be transferred from System Development Fees to Sewer Checking account for reimbursement of the following expenses:

Brox Industries	\$	111.00	
Chase Card Services	\$	1,841.39	<i>(for laptop computer)</i>
Cohen Steel	\$	2,656.41	
Graves Engineering	\$	40,889.65	
PENTA Corporation	\$	235,771.61	
<u>R. G. Tombs Door Co</u>	<u>\$</u>	<u>1,695.00</u>	
Total		\$ 282,965.06	

Commissioner Bergeron made a motion to transfer \$282,965.06 from the System Development Fees to the Sewer Checking account. Commissioner Robb seconded. All in favor, motion carried unanimously.

Lastly, Mr. Beloin asked the Commission to transfer \$400,000.00 from System Development Fees to the Sewer Checking account to be combined with the \$491,563.42 for the anticipated PENTA request #4. Commissioner Bergeron made a motion to transfer the \$400,000.00, and Commissioner Robb seconded. All in favor, motion carried unanimously.

SUPERINTENDENT KUDRICK'S REPORT

NEW FLOW METER – The new flow meter has been installed at the plant and readings are now correct.

DOT MEETING – Supt. Kudrick met with Dave Swan of NH DOT regarding drainage along Rt. 3 and Rt. 28 Bypass. The changing of the drainage along Rt. 3 is not posing any problems, but right now the plans for Rt. 28 show that the new piping will hit a sewer main. DOT engineers are reluctant to move the pipe the three feet needed to address the issue, but no final plans have been made. Supt. Kudrick informed DOT that before any plans are finalized that impact sewer lines that DOT has to meet with the Commissioners.

ADDITIONAL WORK ON UPGRADE – At the last construction meeting, discussion included the need for a new insertion valve for water diversion. This was not part of the upgrade plan, and Supt. Kudrick wanted the Commissioners permission to expend the approximate \$3,200 dollars. The Board gave their permission to do so.

LAVALLE OIL CONTRACT – Lavalley Oil resubmitted a new price for the oil contract of \$3.19 per gallon which will run from December 2008 to December 2009. Supt. Kudrick suggested the Commissioners approve this contract due to the volatility of the market. Chairman Baines signed the contract for the Commission.

BUDGET – Supt. Kudrick went over some budget questions with the Board regarding electric rates, heating oil prices, gas prices and sludge hauling expenses to be put in the 2009 budget. With prices fluctuating so rapidly he wanted input on the numbers used to ensure no major deficits with the budget at a later date.

SCHEDULED APPOINTMENTS

PSNH - Nick Golon, TF Moran & Matt Beauregard from PSNH – Mr. Golon came before the board regarding a new warehouse on PSNH property located at 1251 Hooksett Road. The building will not be adding any employees, just redistributing existing employees and equipment. The building would house a small office and 2 bathrooms, and no new capacity is needed. There was some discussion about the possibility of expansion with the renovation of the existing office building on the property. PSNH would like to begin work some time next year. Chairman Baines was concerned that any renovation could expand the capacity needed for the property, and that the Sewer Commission might not be informed of the change, and with the new tie on with the warehouse building, something could be missed. Mr. Beauregard assured the Commission that expansion of personnel is not an option at the moment with the economy, and Mr. Golon stated that if expansion was a possibility that he knows to come back to the Sewer Commission. Supt. Kudrick stated that he did not foresee any problems, and told Mr. Golon that a permit and small escrow amount was all that the Sewer Commission needed.

Commission Bergeron made a motion to extend sewer service to the new building with the proviso that PSNH must come back to meet with the Board if the renovation of the existing

office building is above the capacity already granted for the property. Commissioner Robb seconded. Chairman Baines opposed. Motion carried.

1558 HOOKSETT ROAD - *Dan Rasablo, Brenda Leighton Realtor, Jeff Horn, Thermaco Inc.* – Mr. Rasablo came before the Commission regarding potentially locating his business, Executive Catering Service, to Unit C1 at 1558 Hooksett Road. Besides having his catering business there, he would like to have a small café as well. Currently the Sewer Ordinances state that any restaurant in Hooksett has a 1000 gallon grease trap. Because of the location of the building and the lack of space, Mr. Rasablo would like to use an alternative form of grease collection. The business has a natural foods base, and will not be using fryolators.

Jeff Horn spoke regarding the product and how it worked, and even showed the Commission the actual piece of equipment Executive Catering would use. Both the Commissioners and Supt. Kudrick were impressed by how it worked, and noted that it seemed like a good substitute for situations as this. But all expressed concern that the machine worked only as good as the maintenance it received. If the machine was not emptied regularly it would not work properly and grease could become a problem. There is also the problem of making sure that all the grease extracted is disposed of in an appropriate manner. Unfortunately, expecting the owner to do what is correct cannot always be depended on. There is also the possibility that another business could come in with a much larger food business that uses a fryolator, and the current machine wouldn't be able to handle it. Ms. Leighton mentioned that if another business did go in with a larger capacity for grease, it would have to go before the planning board and the Town, and therefore the Sewer Commission could address the issue. Chairman Baines stated that unfortunately the Commission has had problems with Town Hall not informing them of change of use at certain properties.

Supt. Kudrick stated that he would need more information about the process before a decision could be made. He asked Mr. Horn for contacts where the machines were already being used so that he could talk with them about it. Mr. Horn said he would get him the references. Mr. Rasablo was told that Supt. Kudrick would be in touch with him once more information is gathered.

RIDGEBACK SELF STORAGE - *John Wight* – Mr. Wight came before the Board to obtain capacity for a new self storage facility to be located behind the Granite Hill Shops. The facility would consist of the storage units and a small office with one bathroom. The office would only be occupied during the weekend. The capacity needed for the project would be 130 gallons per day. Capacity was granted to the project, and Mr. Wight was told pay the \$3000 system development fee, obtain a permit and submit \$500 dollars for escrow.

OLD BUSINESS

There was no old business.

NEW BUSINESS

BERRY HILL BOND REDUCTION – Commissioner Bergeron made a motion to decrease the Berry Hill Sewer Bond \$310,000 to the amount of \$390,00.00 for Thibeault Corporation. Commissioner Robb seconded. All in favor, motion carried unanimously.

NON-PUBLIC SESSION

At 2:15 PM Commissioner Bergeron motioned to go into Non-Public Session under RSA 91-A:3II (a). At 2:25 the Commissioners came out of non public session. Based on a favorable review, Commissioner Bergeron motioned to approve a merit wage increase for John Clark. Commissioner Robb seconded. All in favor. Motion carried unanimously

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