

**Hooksett Sewer Commission**  
**May 17, 2011**  
**Minutes**

The meeting was called to order at 12:00 PM. Present were Chairman Sidney Baines, Commissioner Raymond Robb, Commissioner Roger Bergeron, and Bethany Hague. Superintendent Bruce Kudrick was excused.

**APPROVE & SIGN MINUTES FROM MAY 3, 2011**

Commissioner Bergeron made a motion to accept the May 3, 2011 meeting minutes as read. Commissioner Robb seconded. All in favor, motion carried unanimously.

**APPROVED AND SIGNED MANIFESTS**

**READ CORRESPONDENCE**

**FINANCIAL REPORT** – Guy Beloin submitted his report to the Board. It included the balances for the NH PDIP accounts, bank account balances, and balance sheets comparing March of 2010 with 2011. Mr. Beloin pointed out three items on the Profit and Loss statement that were much higher than last year: Electricity, Repair and Maintenance, and Laboratory line items are all over predicted/budgeted amounts. Supt. Kudrick stated that the electricity has been up due to the blowers on constantly due to the problems the plant has been having. The repair and maintenance line item is over extended due to the clean up needed in the yard after the March 3<sup>rd</sup> incident, and the Laboratory line item is over extended because lab equipment was needed for the new system that he didn't know he would need and therefore didn't budget for it. Next year, the lab line item should be back to normal, as should the other two. Revenue in the first 9 months of this fiscal year has increased almost 20% from the same time period of last year due to an increase in sewer use charges.

The Board reviewed the Plant Expansion Summary Report, and Mr. Beloin pointed out the current unexpended amounts do not reflect the new truck, nor change orders 7 & 8. With other expenditures coming, it looks like the entire amount budgeted for Phase 2A will be spent.

There was also a review of the expenditures that will or have been reimbursed from the SRF funds. All but \$45,706.81 are reimbursable, and most of those costs were unplanned incidentals that arose during the project. The largest being the raising and lowering of the blower intakes due to noise control.

Mr. Beloin asked for the following transfers to be made.

1. Transfer Penta Phase 2A retainage for \$249,369.14 from the Sewer Checking account to the PDIP Penta Retainage account number NH-01-0676-0122. Commissioner Bergeron made the motion to transfer these monies, Commissioner Robb seconded. All in favor, motion carried unanimously.

2. Transfer the following amounts from PDIP Accounts:
  - a. Capital Replacement      NH 01-0676-0007      \$247,888.92
  - b. Bridge Restoration      NH 01-0676-0010      \$118,071.19
  - c. Sludge Farm      NH 01-0676-0033      \$131,053.83
  - d. Special Purposes      NH 01-0676-0117      \$ 41,417.93
  - e. Plan Expansion Reserve      NH 01-0676-0120      \$452,568.13

Into the following new account to set up: Biofilm Discs Clean-up NHPDIP # to be determined equaling \$991,000.00. Commission Bergeron made a motion to transfer the monies as written, Commission Robb seconded. All in favor, motion carried unanimously.

**SUPERINTENDENT'S REPORT –**

**FLOWS –** The flows for April are running the same as last year, if not less, and are extremely down from the three years prior due to lack of rain.

**ROUTE 3 DRAINAGE –** The state wants to start the new drainage project along Route 3 by June 1<sup>st</sup>. The state will be paying for all expenses. Regarding the relaying of the pipe, the Board sanctioned another letter from Supt. Kudrick to the state informing them that the Hooksett Sewer Commission has no funds to help pay for such a project.

**TRUCKING TO MERRIMACK –** Supt. Kudrick submitted to the Board some preliminary figures that shows a substantial savings from trucking sludge to Merrimack ourselves, versus using Waste Management. For one day alone, the savings is \$452. Since the trucking has begun, the Plant has saved \$4068.00. Waste Management still trucks one load a week.

**SCHEDULED APPOINTMENTS**

There were no scheduled appointments.

**NON-PUBLIC SESSION –** At 1:25 PM Commissioner Bergeron motioned to go into Non-Public Session under RSA 91-A:3II (a). All in favor. At 2:00 PM the Commissioners came out of non public session. No decisions were made.

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

There was no new business.

**PUBLIC INPUT**

There was no public input.

**ADJOURNMENT**

Commissioner Bergeron motioned to adjourn at 2:01 PM, Commissioner Robb seconded. All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Raymond Robb  
Clerk