

**Hooksett Sewer Commission**  
**June 19, 2012**  
**Minutes**

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

**APPROVE & SIGN MINUTES FROM JUNE 5, 2012 COMMISSION MEETING AND CONFERENCE CALL MINUTES FROM JUNE 7<sup>TH</sup> AND 13<sup>TH</sup>.**

Commissioner Bergeron made a motion to accept the June 5, 2012 as read. Commissioner Kotowski seconded. All in favor, motion carried unanimously. Commissioner Bergeron made a motion to accept the conference call minutes of June 7<sup>th</sup> as read, Commissioner Kotowski seconded. Commissioner Kotowski made a motion to accept the June 13<sup>th</sup> minutes as read. Chairman Baines seconded. All in favor, motion carried unanimously.

**APPROVED AND SIGNED MANIFESTS**

**READ CORRESPONDENCE**

**FINANCIAL REPORT** – Guy Beloin – Mr. Beloin submitted his report to commissioners for review. It included the cash balances for the time period ending May 30<sup>th</sup>. The PDIP accounts equal 1,512,000 which includes the 639,000 for the debt service. His report also included the sewer checking and escrow balances.

Mr. Beloin has spoken to DES Program Manager Dan Fenno regarding if starting to pay back the loan means that the plant can be considered at the stage of substantial completion. Mr. Fenno told him that the scheduled date of completion for the loan is totally separate from construction date of substantial completion. Therefore, Penta Corporation cannot ask for their retainage to be returned to them. Now that the question of substantial completion has been clarified, Commissioner Bergeron made a motion to send the first payment to the state. Chairman Baines seconded. All in favor, motion carried unanimously.

Mr. Beloin told the Board that the bridge loan that he recommended the Board approve last week is not going to be needed after all. Commissioner Bergeron made motion to cancel the bridge loan, Commissioner Kotowski seconded. All in favor.

After a discussion about monies available in the reserve accounts, Commissioner Kotowski made a motion to transfer \$93,000 from the Sewer Checking account to the Sewer Capital Replacement Reserve PDIP # NH 01-0676-0007, and \$132,000 from the Sewer Checking to Sewer Special Purposes PDIP #NH-01-0676-0117.

Commissioner Bergeron made a motion to transfer the balance of \$93,500 for the Biofilm Discs Cleanup PDIP #NH 01-0676-0126 to the sewer checking account. Commissioner Kotowski seconded the motion. Commissioner Kotowski also made a motion to transfer \$15,000 from the sewer checking account to System Development Fee line item. Commissioner Bergeron seconded. All in favor, motion carried unanimously.

**SUPERINTENDENT'S REPORT** - There was no report from Superintendent Kudrick.

**SCHEDULED APPOINTMENTS**

**99 MAMMMOTH ROAD – *Jeff McMath*** – Mr. McMath came before the board to ask for system development fees to be returned for the part of the project that the developer has decided not to undertake. After review of the records, he was told that only \$15,000 for 5 units could be returned to the developer because the rest of the units were bought over five years ago. The ordinances state that after five years the units are no longer refundable and must stay with the project. Commissioner Bergeron made a motion to return \$15,000 to the owner of the project. Commissioner Kotowski seconded. All in favor, motion carried unanimously.

**NON-PUBLIC SESSION**

The Commissioners did not go into non-public session.

**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 12:40 PM, Commissioner Kotowski seconded. All in favor, motion carried unanimously.

Respectfully submitted

Commissioner Frank Kotowski  
Clerk