

Hooksett Sewer Commission  
September 20, 2022  
Meeting Minutes

This meeting was called to order at 12:00pm. Present were Chairman Sidney Baines, Commissioner Richard Bairam, Superintendent Ken Conaty and Assistant Superintendent John Clark. Commissioner Robert Duhaime was excused from this meeting.

**Approve and sign manifest**

**Approve minutes:** Commissioner Richard Bairam made motion to approve the workshop and meeting minutes from September 6, 2022. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.

**Read Correspondence**

**Financial Report:** Guy came in to give the sewer commission a brief overview of the Hooksett Sewer Commission accounts.

- Commissioner Richard Bairam made motion to transfer \$21,700.00 system development fees collected from Hooksett Sewer Commission checking account to Hooksett Sewer commission trust –plant and composting account for wastewater treatment facility capital improvements. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.
- Commissioner Richard Bairam made motion to transfer \$300,238.00 WWTF state aid grant Phase II capital improvements collected from Hooksett Sewer Commission checking account to Hooksett Sewer Commission Trust- plant and composting account for Wastewater Treatment Facility Capital Improvements. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.
- Commissioner Richard Bairam made motion to transfer \$70,558.00 WWTF State Aid grant Phase III capital improvements collected from Hooksett Sewer Commission checking account to Hooksett Sewer Commission Trust- plant and composting account for wastewater treatment facility capital improvements. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.

**Scheduled appointments:** None

**Superintendent Conaty's Report:**

**Plant:**

- The plant continues to have excellent discharge numbers
- The 2023-2024 budget has been sent up to the budget committee. Superintendent is scheduled to meet with the budget committee on October 27, 2022.

- The fence relocation will be finished when PRB moves all of the parts and supplies that are currently located where the fence needs to go.

**Phase 3A Plant upgrade:**

- Next construction meeting is scheduled for October 4<sup>th</sup> at 1:00pm.
- Headwork's- both screens running, lights installed and the walls are replaced
- BNR tanks are demolished, two interior walls are poured, two more will be done tomorrow

**Solar:**

- Above projection this year so far
- Assistant Superintendent John Clark gave a solar repayment update to the sewer commission
- Chairman Sidney Baines asked if there is a record of solar credits that the sewer commission has accumulated. Assistant Superintendent John Clark showed the sewer commission where to look on the chart to find that information. Commissioner Richard Bairam asked if there is still enough solar on a cloudy day to run the plant. Assistant Superintendent John Clark explained that the solar array does not produce enough energy on cloudy days to sustain the plants needs.

**Asset Management:**

- Work orders are progressing
- Working on Risk Assessment

**Other:**

- Water Otter training platform is hopefully starting next week

**Old Business:** TIF updates are every third Tuesday of the month: Bruce Thomas came in and briefly discussed update with the sewer commission regarding the TIF and what he has been doing to obtain easements.

**New Business:** The next Sewer Commission meeting is scheduled for October 4, 2022.

**Non-public session:** The Sewer Commission did not go into non-public session

**Public Input:** None

**Adjournment:** Commissioner Richard Bairam made motion to adjourn at 12:48pm. Chairman Sidney Baines seconded. All in favor, the motion was carried unanimously.

Respectfully Submitted,

*Kim Langlois*

Kim Langlois  
Billing Clerk

*Richard Bairam*  
Richard Bairam (Clerk)