

Hooksett Sewer Commission  
Meeting Minutes  
April 18, 2023

INITIAL	COMMENTS
<u>B</u>	
<u>RB</u>	
<u>REP</u>	

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

**Approve and sign manifest**

**Approve meeting minutes:** Commissioner Richard Bairam made motion to approve the regular and workshop meeting minutes from April 4, 2023. Chairman Sidney Baines seconded. (Commissioner Robert Duhaime abstained from voting as he was absent for the April 4<sup>th</sup> meeting) All in favor, the motion was carried unanimously.

**Read Correspondence**

**Financial Report:** Guy came in and briefly went over the status of the Hooksett Sewer Commission accounts.

- Commissioner Richard Bairam made motion to transfer \$30,000 from the HSC checking account to the HSC trust- plant and composting account for three months ended March 31, 2023 savings usage from renewable energy system. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.
- Commissioner Richard Bairam made motion to transfer \$12,400.00 system development fees collected from the HSC checking account to the HSC trust plant and composting account for wastewater treatment facility capital improvements. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.
- Commissioner Richard Bairam made motion to transfer \$3,900.00 rent collected from HSC checking account to the HSC trust- property enhancements account for three months ended March 31, 2023. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.
- Commissioner Richard Bairam made motion to transfer \$84,824.00 from the HSC trust- capital reserve account to the HSC checking account to reimburse capital purchases. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.

**Scheduled Appointments:** 12:00pm Ron Maclaren RE: **Berry Hill Bond Reduction**

- Requesting a reduction in the bond.
- Original bond was \$390,000, Current bond is \$64,600.
- Looking to have the bond reduced to \$39,000

- Superintendent Conaty stated that the bond should be marked for release two years from today, April 18, 2025.
- The Sewer Commission released \$25,600 from the bond leaving the maintenance bond amount at \$39,000 as requested. Commissioner Robert Duhaime made motion to reduce the bond for Berry Hill to \$39,000. Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously.
- In two years Superintendent Ken Conaty will go out and do a final visual inspection to release the remaining bond.

### **Superintendent Conaty's Report:**

#### **Plant:**

- Plant numbers have finally settled in

#### **Solar:**

- Solar production is on Par for this time of year
- Superintendent Conaty and Assistant Superintendent Clark are talking to NHDES on rate issues and looking at alternatives to Eversource. Eversource's inconsistent rates makes it extremely hard for the Sewer Commission to budget properly for electricity.
- The Sewer Commission just received the most resent electric bill for March. It is significantly lower than previous bills. Assistant Superintendent Clark will input the data into the spreadsheets and present it to the Sewer Commission at the next meeting.

#### **Phase 3A Plant Upgrades:**

- Work has started on chlorine closing chamber
- The two new sparge blowers are started
- LCS is here connecting control wires
- Work on the clarifier has started
- Chlorination and dechlor controls are going in
- Sampling pumps are installed
- The next construction meeting is scheduled for May 2, 2023
- Recommended payment: Superintendent Conaty is still working on the balance sheet. There was a \$20,000 increase in the cost of paving.

#### **Force Main Replacement/Martins Ferry Pump station upgrades:**

- The contact at Eversource for this project is on vacation

#### **Dewatering Project:**

- Design is 30% done

#### **Asset Management:**

- Work orders are progressing
- Continuing to work on risk assessment
- Losing Eliza and Sharon from NHDES

**TIF Project:**

- Tri Town is under construction

**Other:**

- EII radio communications
- Programming is started and should be completed by the end of the month
- The generator is being installed in May
- Scanning plans is hopefully coming to an end in a couple of weeks
- Inflow issues around West Alice Ave are scheduled to be taken care of in June
- Superintendent Conaty spoke with the contractor for Hunt/Dartmouth Street on the laterals
- 7 Martins Ferry is starting
- Marmon working on completion
- University Heights project finally turned in all their paperwork
- Superintendent Conaty and Assistant Superintendent Clark attended a Trade Fair
- Superintendent Conaty and Assistant Superintendent Clark had web classes on funding for four days last week.
- The Sewer Commission approved Assistant Superintendent Clark taking NASSCO (pipe line and manhole assessment training) May 14<sup>th</sup>-16<sup>th</sup> in the amount of \$1150.00. Commissioner Richard Bairam made motion to approve John Clark for NASSCO training in the amount of \$1150.00. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.

**Old Business:**

- TIF updates are every third Tuesday of the month
  - Bruce Thomas stopped in to give the Sewer Commission updates on the TIF Project.
  - One piece of good news is that the state permits seems to be within reach for the TIF Project.
  - Wrapping up work in the meadowcrest neighborhood.
  - Bruce updated the sewer commission on the status of inspections being done
  - Bruce also touched based with the sewer commission on some of the road widening projects that are happening around town.
  - Bruce and the Sewer Commission had general conversation on other Town of Hooksett topics.
- Construction progress meetings are the first meeting of the month

**New Business:**

- Next meeting is Tuesday May 2, 2023
- Commissioner Richard Bairam made motion to name and dedicate the Sewer Commission office building after retired Superintendent Bruce Kudrick. Commissioner Robert Duhaime seconded.

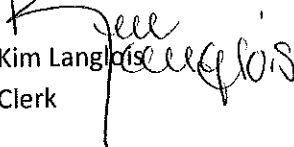
All in favor, the motion was carried unanimously. Superintendent Ken Conaty will be in charge of the signage. Dedication should be sometime in June.

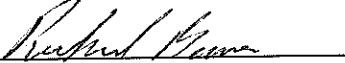
**Non-Public Session:** None

**Public Input:** None

**Adjournment:** Commissioner Richard Bairam made motion to adjourn at 1:40pm. Commissioner Robert Duhaime seconded. All in favor, the motion was carried unanimously.

Respectfully Submitted,

  
Kim Langlois  
Clerk

  
Richard Bairam (Clerk)