

**ALLENSTOWN SEWER COMMISSION**  
**35 Canal Street, Allenstown, NH 03275**  
**Tel. (603) 485-5600 - Fax (800) 859-0081**

**DATE:** October 22, 2013  
**PLACE:** Allenstown Wastewater  
Treatment Facility  
35 Canal Street  
**TIME:** 4:00 PM

**ALLENSTOWN SEWER COMMISSION**  
**REGULAR MEETING**

Transcribed from notes by Andrea Martel

NOTE: ALTHOUGH THESE MINUTES MAY CONTAIN QUOTES, THEY ARE NOT VERBATIM. MANY SECTIONS CONTAIN A GENERAL DESCRIPTION OF THE REMARKS OF THE PARTICIPANTS AS INTERPRETED (BOTH INDICATED) BY THE TRANSCRIBER AND SHOULD NOT BE RELIED UPON AS THE ACTUAL INTENT OF THE PARTICIPANTS STATEMENTS. ADDITIONALLY, MANY STATEMENTS HAVE BEEN OMITTED, CONDENSED, AND GENERALIZED, BASED ON THE INTERPRETATION OF THE TRANSCRIBER AS TO ITS RELEVANCE, CONTENT SPECIFICITY, ACCURACY, AND/OR CONFORMITY TO ANY APPLICABLE STATUTE. THE TRANSCRIBER ASSUMES NO LIABILITY FOR THE CONTENTS OF THIS DOCUMENT.

Commissioners present: Lawrence Anderson Chairman; Carl Caporale, Commissioner  
Commissioners absent: Jeffrey McNamara  
Staff present: Andrea Martel Administrative Assistant; Dana Clement Superintendent.  
Other public present: None present

**Meeting was called to order at 4:06 PM by Chairman Anderson.**

**ORDER OF BUSINESS:**

**1. Meet with SunRay Builders Inc. to discuss and sign contract.**

- Mr. Tardiff was not present at meeting.
- Reviewed letter received by Mr. Tardiff withdrawing from the project.
- Carl made a motion to accept the letter as written. Larry seconded the motion.  
Motion passed.
- Carl made a motion to award the contract to the next lowest bidder Felix Septic Service in the amount of \$13,750.00. Larry seconded the motion. Motion passed.
- Discussed the requirement of a performance bond. Dana stated that per RSA 447:16 the State requires all contracts that are over \$35,000 have a performance and payment bond.
- Carl made a motion to waive the performance bond requirement for the Manhole project. Larry seconded the motion. Motion passed.

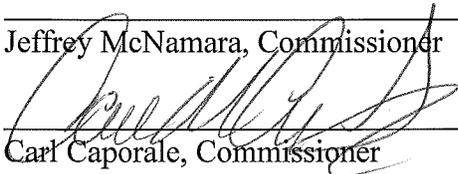
**2. Review any old or new business with Office Assistant & Superintendent, including updates on current facility projects.**

- Reviewed letter received from Plodzik and Sanderson regarding audit findings.
- Discussed Peterborough Septic outstanding balance. Commissioners agreed to send account to legal for collection.

With no further business to discuss, Commissioner Caporale motioned to adjourn, second by Chairman Anderson. The motion carried by unanimous vote; the meeting was adjourned at 4:30 PM.

**MINUTES ACCEPTED**                       **WITH AMENDMENT**

  
\_\_\_\_\_  
Lawrence Anderson, Chairman                      10-29-13  
Date

\_\_\_\_\_  
Jeffrey McNamara, Commissioner                      Date  
  
\_\_\_\_\_  
Carl Caporale, Commissioner                      10-29-13  
Date