

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

DATE: August 6, 2013

PLACE: Allenstown Wastewater
Treatment Facility
35 Canal Street

TIME: 4:30 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.

In attendance were: Lawrence Anderson Chairman; Jeffrey McNamara Commissioner; Carl Caporale Commissioner; Peter Boettcher; Michael Trainque Hoyle, Tanner & Associates; Tom Duval from Xypex; Andrea Martel Administrative Assistant; Jeff Backman Assistant Superintendent; and Dana Clement Superintendent.

Meeting was called to order at 4:30 PM.

ORDER OF BUSINESS:

- 1. Review correspondence, disbursements and purchase orders.**
 - Commissioners signed all disbursements and purchase orders.
- 2. Presentation from Xypex-Tom Duval.**
 - Mr. Duval presented information on coating tanks with a concrete waterproofing by crystallization. All present went out to view process tank #1 and discuss what would need to be done for preparation by staff and what would be done by the contractor. Reviewed a short video on how the products work.
- 3. Peter Boettcher update on projects.**
 - PH/Chemical building: FRP has been installed and working on heating.
 - Septage Receiving Station: Working on programming, heat and lighting is complete, and insulation has been completed.
 - Other: Reviewed and discussed quote from AAA Pump Service for installation of two new pumps and control panel for the pump house. Carl made a motion to accept the quote from AAA Pump Service in the amount of \$10,166.74 with a two year warranty. Jeffrey seconded the motion. Motion passed unanimously.

4. Michael Trainque-Hoyle & Tanner.

- Energy Project: Reviewed and discussed financing of the Siemen's Energy project. Reviewed 18 year projection calculations with an estimated total cost of \$3,975,000.00. Board requested to have Siemens present at the next meeting to discuss the next steps and the overall project.

5. Minutes for July 9, 2013.

- Jeffrey made a motion to approve the minutes for July 9th as written. Carl seconded the motion. Motion passed and minutes signed.

6. Review bid specs for Manhole repairs.

- Reviewed draft bid specs for twenty (20) manhole repairs. Discussion on having a mold made with the Allenstown Sewer logo and having hinged covers as a requirement on all manholes.
- Carl made a motion to purchase 15 hinged/lockable manhole frame and covers with the Allenstown Logo imprinted on them. Jeffrey seconded the motion. Motion passed unanimously.
- Commissioners agreed to bid out only the top ten (10) priority manholes instead of all twenty (20). No date was set on when the bids need to be received by.

7. Review any old or new business with Administrative Assistant, Assistant Superintendent & Superintendent, including updates on current facility projects.

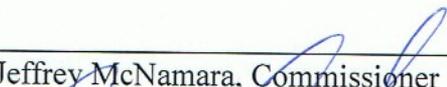
- Jeff B. updates: No updates.
- Andrea updates: Commissioners signed the July Sewer User adjustment journal and Hauler Billing Detail.
- Dana updates: Discussed advertising for the open laborer position. Advertise in Union Leader and Hooksett Banner for seven (7) days, close receipt of applications on August 23, interview week of September 9, and Board will meet with the final three (3) candidates on September 17.

With no further business to discuss, Commissioner Jeffrey McNamara motioned to adjourn, second by Commissioner Carl Caporale motion carried by unanimous vote, meeting adjourned at 7:22 PM.

MINUTES ACCEPTED **WITH AMENDMENT**



Lawrence Anderson, Chairman 10-1-13
Date



Jeffrey McNamara, Commissioner Date



Carl Caporale, Commissioner 10-1-13
Date