

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

DATE: August 7, 2012

PLACE: Allenstown Wastewater
Treatment Facility
35 Canal Street

TIME: 5:00 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.

In attendance were: Jeffrey McNamara Chairman; Lawrence Anderson Commissioner; Carl Caporale Commissioner; John Jackman Hoyle, Tanner & Associates; Harold Thompson Pembroke Sewer Commissioner; Jeff Backman Assistant Superintendent; Dana Clement Superintendent; and Andrea Martel Administrative Assistant.

Chairman McNamara called the meeting to order at 4:00 PM.

ORDER OF BUSINESS:

1. Visit property 22 Canal Street and meet with homeowner.

- Dana informed the board that a complaint was received from Mr. Sapier regarding black spots on the house due to septage splashing from the septage trucks. Dana contacted Department of Environmental Services (DES) regarding compliance of the septage trucks. Ray Gordon and Mike Rainey will be investigating the complaint on August 13, 2012 @ 9:00 AM.
- Carl made a motion to recess at 5:20 PM to meet with homeowner at the property to view the black spots on the siding. Larry seconded the motion. Motion passed unanimously.
- All board members, Dana Clement, Jeff Backman and Andrea Martel went to 22 Canal Street.
- Larry made a motion to re-open the meeting at 5:57 PM. Carl seconded the motion. Motion passed unanimously.
- During the visit all Commissioners viewed the property, discussed the possibility of the black spots being spider feces, informed home owner that DES representatives

will be there on 8/13/12 @ 9 AM, and will continue to investigate until a final decision can be made.

2. Review correspondence, disbursements and purchase orders.

- Commissioners signed all disbursements and purchase orders.

3. July hauler billing detail and sewer user adjustment journal.

- Commissioners signed July hauler billing detail and July sewer user adjustment journal.

4. UMG Electricity proposal.

- Reviewed prices quotes for electricity usage. Prices are as follows:
 - 1) TransCanada
 - 6.040 cents per kwh for 12 months
 - 6.155 cents per kwh for 24 months
 - 6.290 cents per kwh for 36 months
 - 2) Integrys
 - 6.16 cents per kwh for 12 months
 - 6.27 cents per kwh for 24 months
 - 6.40 cents per kwh for 36 months
 - 3) Constellation Energy
 - 6.269 cents per kwh for 12 months
 - 6.397 cents per kwh for 24 months
 - 6.531 cents per kwh for 36 months
 - 4) ConEdison Solutions
 - 6.350 cents per kwh for 12 months
 - 6.520 cents per kwh for 24 months
 - 6.730 cents per kwh for 36 months
- Discussed current supplier Glacial Energy. January thru July 2012 price range is 7.462 to 8.630.
- Carl made a motion to select TransCanada at 6.155 cents per kwh for 24 months. Larry seconded the motion. Motion passed unanimously. Andrea will contact UMG and get the contract to change suppliers.

5. Minutes for July 24, 2012.

- Minutes were reviewed. Carl made a motion to accept the minutes for July 24, 2012 as written. Larry seconded the motion. Motion passed unanimously.

6. Employee cookout-Carl.

- Carl expressed that he would like to have the Commissioners assist in paying for the food for the employee cookout to maintain good employee morale.
- Carl made a motion to have the Commissioners pay for the food up to \$150.00 for the employee cookout on August 22, 2012. Larry seconded the motion. Motion passed unanimously.

7. Discuss critically and condition of projects.

- Reviewed projects to be completed at the Wastewater Facility and in the collection system over the next 15 years. Projects were discussed and the importance of making decisions so budget for 2013 can be prepared.


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

- Discussed Siemens energy savings project. Commissioners requested Dana contact Siemens to have them come back and adjust the scope.
- Reviewed quotes received by Road Agent Ron Pelissier from Brox Industires Inc., GMI, and Advanced Excavating regarding paving of Oak Street.
 - GMI: \$17,520 for Sewer Department & \$9,900 for Highway Department
 - Brox: \$19,771 for Sewer Department & \$8,202 for Highways Department
 - Advanced: \$17,380 for Sewer Department & \$9,970 for Highway Department
- Larry made a motion to accept the quote from Advanced Excavating. Carl seconded the motion. Motion passed unanimously. Commissioners requested Dana to write a letter to Paul Apple and Ron Pelissier regarding concerns about the quotes. Concerns include: quotes only call for 6 inches of crushed gravel whereas the town specifications call for 12 inches, only GMI's quote had a price for 50 lineal feet of asphalt berm, and having a transition zone between the town's portion and sewer departments portion.
- Jeff M. signed the agreement with Enernoc which goes into effect June 2013.
- John updated the Commissioners on projects.
 - Campbell Street: completing test pits on Wednesday, project to be completed in 3 weeks, and working on Granite Street this week.
 - Ferry Street: the valve boxes have been replaced, a 2 inch line will be installed at the bottom of Ferry Street to connect gas to the pump house and BioMag building, a 4 inch line will be installed towards the beginning of Ferry Street for the main building, and estimated completion of gas lines is August 17, 2012. Paving will be scheduled once lines have been installed.
- Dana updated the Commissioners on the Sewer Use Ordinance. Andrea, Dana, John and Paula have completed about 80% of the review. Once the review is completed the Commissioners will review document, public hearings will be scheduled, and then document can be adopted.
- Reviewed quote from Concentra regarding health and drug testing of new employees. Carl made a motion to accept Concentra as the primary health provider. Larry seconded the motion. Motion passed unanimously.
- Discussed joining New Hampshire Public Works Mutual Aid Program. Carl made a motion to join the mutual aid program. Larry seconded the motion. Motion passed unanimously.

With no further business to discuss, Commissioner Lawrence Anderson motioned to adjourn, second by Commissioner Carl Caporale motion carried by unanimous vote, meeting adjourned at 7:50 PM.

✓ **MINUTES ACCEPTED**


 WITH AMENDMENT



Jeffrey R. McNamara, Commissioner

8-21-12

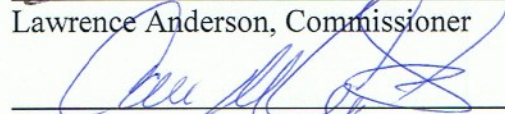
Date



Lawrence Anderson, Commissioner

8-21-12

Date



Carl Caporale, Commissioner

8-22-12

Date