



Allenstown Sewer Commission
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TOWN OF ALLENSTOWN
Sewer Commission
35 Canal Street
Allenstown, NH 03275
June 11, 2019 Meeting

CALL TO ORDER

The Allenstown Sewer Commission meeting of June 11, 2019 was called to order by Commissioner Carl Caporale at 5:00 p.m.

ROLL CALL

Present on the Board: Jim Rodger, Carl Caporale

Excused: Chad Pelissier

Others present: Jeff Backman, Superintendent; Roxanna Chomas, Assistant Superintendent; Peter Boettcher, Boettcher Electric; Mike Trainer, Hoyle Tanner & Associates

PLEDGE OF ALLEGIANCE

Mr. Trainer led the Pledge of Allegiance.

UNAPPROVED MINUTES

Mr. Rodger made a motion to accept the minutes of the May 14, 2019 meeting as written. Mr. Caporale seconded the motion. A roll call vote was taken:

Mr. Rodger: Aye

Mr. Caporale: Aye

NEW BUSINESS

▪ **Review Sewer Billing Adjustment Journal**

Mr. Rodger made a motion to approve the Sewer Billing Adjustment Journal ending May 30, 2019. Mr. Caporale seconded the motion. A roll call vote was taken:

Mr. Rodger: Aye

Mr. Caporale: Aye

- **Review Hauler Billing Report**

Mr. Rodger made a motion to approve the Hauler Billing Report of June 5, 2019. Mr. Caporale seconded the motion. A roll call vote was taken:

Mr. Rodger: Aye

Mr. Caporale: Aye

Mr. Caporale asked if there were any delinquencies.

Mr. Backman said there was one and they have been shut off.

Ms. Chomas reported that between January and May of 2018, they processed 31,000 tons; in that same period of 2019, they processed 39,000 tons. This represents additional revenue of \$67,000.

OLD BUSINESS

- **Summer Outing**

Mr. Backman reported that they will not be closing operations for this because they would not be giving enough notice. Ms. Chomas and two other employees will work that day.

Mr. Rodger said that he plans to attend the event.

Mr. Caporale said he does not plan to attend. He gave the okay for those who will be attending.

- **Projects**

Ms. Chomas referred to the new truck decals and said they look very professional. She said they need to keep the grass mowed and have plenty of manpower for that.

Mr. Backman said they have finished rebuilding the electrical panel and it went very well. They will be replacing the cameras. Two employees are working on replacing the rotted wood on the stack. He said they are meeting tomorrow regarding a project to put floors in the pump sheds. There is plywood there now, and they want something more solid. He said that Kyle is going for his Grade 2 Collection Systems Training. He likes it and is doing very well. Mr. Backman continued, saying they have put out five requests for quotes on the plating for summer roadwork. Reclaiming will be done in the late summer or early fall.

APPOINTMENTS

- **Peter Boettcher**

Mr. Boettcher reported that the price for the stainless steel can approved for purchase at the last meeting was \$83,600 but he negotiated that down to \$80,000 delivered. He said that the flow meters have been purchased and they are now waiting for the installation parts. They will get a ten percent discount on these parts. Regarding the upgrade for the scales, he said that Mr. Backman has signed all of

the contracts. They had a conference call today with AWS and Fairbanks. Ed, the Cisco server representative, was part of that call as well. Mr. Boettcher said they want to get this right the first time. A test program has been uploaded for us. We will be shutting the equipment down as early as June 26th and then coordinating the day for the upgrade. It will be complicated because four different groups will be involved. Wilson Controls is preparing a price for redoing the press scales upstairs. They charge \$1,000 a day and will be uploading a program to keep the scales operating.

Mr. Caporale asked if they have a backup plan in case there is a problem.

Mr. Backman said there shouldn't be a problem.

Mr. Boettcher continued his report, saying that Mr. Backman questioned the price of a part on a bill from Eii, Inc. It was re-negotiated and reduced from \$6,000 to \$3,100.

Mr. Boettcher said he has some ideas for the new dewatering operation. He asked Mr. Trainque if they could put a tank underneath the loading dock which could hold two full dumpsters.

Mr. Trainque responded that, conceptually, he doesn't see why they could not.

Mr. Boettcher said he is not yet sure how they could dump it. More storage is needed for sludge. Underground storage is a possibility, but something would be needed between the floor of the building and the tank or the building would collapse.

Ms. Chomas asked if they need another tank.

Mr. Boettcher said maybe they would not, but he is just looking ahead. They will need bigger water lines.

Mr. Caporale stated that the plant is maxed. He asked if anyone has heard of others going on line such as Ashland and Plymouth.

Mr. Backman noted that Lebanon is trying to become regional.

Mr. Rodger said that Concord is talking about expanding.

Mr. Backman said they are only working within their district. He said he is not aware of any expansion plans. Plymouth is not taking grease yet.

Ms. Chomas said that they can look at the numbers six months or a year from now.

Mr. Trainque said that the others run it through the process so are inherently limited in what they can take.

Mr. Backman said Allenstown's contract with the Turnkey landfill is good for two more years and he expects they will renew it.

Mr. Rodger asked about getting rid of solids.

Mr. Backman said other alternatives exist. Land application is difficult, but there are other methods.

Ms. Chomas noted that Mr. Boettcher is doing an outstanding job.

▪ **Mike Trainque**

Mr. Trainque reported that the plans and specs are now 100% complete for Suncook and Library Street. He said he would provide a CD with all of the information in electronic form. He has received comments from the DES, but nothing to be concerned about. He said that Town Attorney Sharon Somers is now handling the easements. Mr. Dreiser has transferred his files to her, and Mr. Trainque said he will provide her with anything else she needs. She will do the title work, which will take about two weeks. She will then file the Declarations of Taking.

Mr. Backman said he had a call from Mr. Lemire, who wants to hire an attorney and try to keep his land.

Mr. Caporale said that Mr. Lemire should be talking with Ms. Somers, not Mr. Backman.

Mr. Trainque continued, saying the DES has had no other applications for these revolving funds. The schedule calls for the plans and specs to be available to contractors on June 21st. The ad should go out that week. Bidding will be on line. Instructions for online bidding will be available with the plans and specs and also on line. At the pre-bid meeting, they will walk through the instructions as well. The 30-day bidding will start on July 23rd. Bids can be accepted but not awarded before the Declarations of Taking are filed. For the Shoreland permit, there are two options. The first is signed permission from the two landowners, who probably won't sign. Suncook Pond Estates and the folks in New Jersey who own Granite Properties. He said they probably won't sign, so the alternative is a Declarations of Taking. When a contract is awarded, there are several documents which must be filed with the DOS and a request for authorization to begin the project must be submitted and approved. The online bidding process is designed to find out if bidders have acknowledged receipt of addendums. Mr. Trainque said the actual construction should take about one year. The lead time for the pump is 14 to 16 weeks. In the meantime, they can begin the foundation and construction of the building.

Mr. Caporale asked if they will be able to get the generator through the door.

Mr. Trainque responded that there is an eight by eight door so it will be fine. He continued, saying he has spoken with Paul Blanford of PRB Construction. Mr. Blanford has never done an online bid but thinks it is a good idea. He said most firms don't have a full backlog this year, so there should be a good amount of interest. The size of the project will generate interest.

Mr. Caporale asked about rebidding if they only get one bid.

Mr. Trainque said that ASC always has the right to rebid.

Mr. Caporale stated that Mr. Rodger wants an update on negotiations with Pembroke.

Mr. Backman reported that he sent all correspondences to the select boards of Pembroke and Allenstown. He said this is a good idea because they want people to be informed and to talk. The Pembroke select board asked the Pembroke Sewer Commission to meet with them; they refused to speak on the capacity situation. Everything Mr. Backman sent was on their agenda and therefore will be on their town website. He said that the PSC meeting minutes are inadequate and vague. They don't give the people of Pembroke what they need to know – how flow is calculated. He said there is another issue because at the Pembroke Town Meeting, the residents voted to sell 4 Union Street where the PSC is located. The Commission was given first refusal and offered one dollar. That was rejected and the town received an offer of \$150,000, which the Commission now wants to match. Mr. Backman said the Pembroke select board thinks the new homes are on private sewer.

Mr. Caporale said we will probably end up in court again.

Mr. Backman said that his cover letter to the select boards said that the PSC minutes are vague and the select board minutes don't mention sewer capacity. He also said that he will keep them informed on the progress of the new IMA. He will send another letter in a couple of months.

Mr. Caporale asked, for the record, what stopped this from going forward.

Mr. Backman said that they do not want to come to us for approval on each hookup. Regarding capacity, they say they still have 50% of the original capacity from the 1970's. They actually have none. Looking at the flow data, in 2000 they were at 80%. They applied to the DES for 98,000 gallons and that was allowed. 2008 was a wet year and they were at 99%, which means they had 10,000 gallons left. Subsequent hookups have totaled between 6,000 and 7,000 gallons. 2018 was not a wet year, and they were at 80% capacity in November and December.

Mr. Caporale asked if the court said they have to notify us about hookups.

Mr. Backman responded that the court did not say that. The Superior Court decision said that all additional capacity from the Biomag project goes to Allenstown because they took the risk and paid for it.

Mr. Caporale stated that the 2006 agreement says they have to ask permission for new hookups, right?

Mr. Backman responded, that's right, but they have not.

Mr. Caporale asked about recourse.

Mr. Backman said they aren't issuing any connections now. He said he could write a letter to the PSC requesting information on hookups, stating that, per the IMA, the ASC must be notified when they do.

He said they probably won't respond, but at least it will be in writing. He added that the ASC is being proactive and doing the right thing. The actions they are taking will get the word out. The Pembroke select board will be copied on everything. We, he said, are being reasonable.

Mr. Trainque stated that Pembroke was advised to do an INI study to show they have reduced their capacity. For every four gallons they have removed, they get one back.

NEW BUSINESS

▪ Fence

Mr. Caporale said that he has looked at the fence. There are holes and loose barbed wire. He said it is wasteful to do three sides and not four. He suggested getting three quotes for repairs and another three quotes for replacing the fence. Then a decision can be made. He added that painting is a waste.

Mr. Rodger agreed that painting is a waste.

Mr. Backman said that the funds are available. As of last month, 73.29% of the 2019 budget is unspent.

Mr. Boettcher said that it would be a good idea to get estimates on painting as well. The fence is 45 years old.

▪ Open House

Ms. Chomas said that they are scheduling an open house for the hauler secretaries to meet Jaye Williams. It will be held from 5:00 to 7:00 pm so as not to interfere with work.

Mr. Caporale asked what is to be gained?

Mr. Backman said it could be combined with a grand reopening of the scales and new kiosk.

Ms. Chomas said that is a great idea.

Mr. Boettcher said they could train the drivers too.

Mr. Caporale asked about moving the kiosk.

Mr. Backman said it would be better from a customer service perspective and safer for the drivers in the winter because they wouldn't have to get out of their trucks.

Mr. Boettcher said it could be done but there could be issues regarding accurate weighing of loads. It would also change the way the drivers are used to doing things.

Mr. Rodger made a motion to adjourn at 6:30 pm. Mr. Caporale seconded the motion. A roll call vote was taken:


Mr. Rodger: Aye
Mr. Caporale: Aye

Document Approval
Allenstown Sewer Commission

Chad Pelissier, Chairperson _____

Carl Caporale, Commissioner _____

James Rodger, Commissioner _____

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