

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

**DATE:** March 26, 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; Carl Caporale Commissioner; Andrea Martel Administrative Assistant; Jeffrey Backman Assistant Superintendent; and Dana Clement Superintendent.

**Meeting was called to order at 4:30 PM.**

**ORDER OF BUSINESS:**

**1. Discuss payroll options.**

- Carl made a motion to reopen the motion for discussion on mandatory direct deposit. Larry seconded the motion. Motion passed and discussion was reopened. Reviewed RSA 275 A:3 from Department of Labor (DOL) regarding direct deposit.
- Carl made a motion to call for a revote on the motion made at the March 21, 2013 meeting regarding mandatory direct deposit for all employees. Larry seconded the motion. Motion passed. Chairman called for a revote-Carl No, Larry No, Jeff absent. Motion failed.
- Andrea will look into alternatives, such as a pay card, for employees who do not wish to use direct deposit.

**2. Discuss Dan's Septic Service.**

- Dana informed the Board he spoke with the attorney regarding the payment received for Dan's Septic account. The payment will not have any effect on the outcome of any court proceedings. Reviewed statement showing the payment and total balance due.
- Andrea will talk with the auditors to see if undoing the previous right off as a bad debt will have any effect on the previous years or current year audit.

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


- Commissioners reviewed letter to Lamprey Suburban Septic regarding grease incident. Letter was approved and signed by Board.
- Discussed the town using the logo on all documents and correspondence.
- Discussed website meeting at town hall on April, 4, 2013. Andrea will contact Shaun Mulholland and schedule a time to meet and go over website along with email addresses.
- Dana informed the Board he is still waiting for the agreement between the Sewer Department and the town regarding purchasing seats for VUE Works.

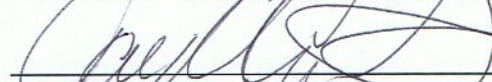
With no further business to discuss, Commissioner Carl Caporale motioned to adjourn, second by Chairman Lawrence Anderson motion carried by unanimous vote, meeting adjourned at 5:30 PM.

✓ MINUTES ACCEPTED

       WITH AMENDMENT

  
\_\_\_\_\_  
Jeffrey R. McNamara, Commissioner                      4-2-13  
Date

  
\_\_\_\_\_  
Lawrence Anderson, Commissioner                      4-2-13  
Date

  
\_\_\_\_\_  
Carl Caporale, Commissioner                      4-2-13.  
Date