

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

DATE: November 26, 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 and Jeffrey McNamara

Commissioners absent:

Staff present: Andrea Martel Administrative Assistant; Dana Clement Superintendent.

Other public present: Pete Boettcher; Michael Trainque Hoyle & Tanner; Harold Thompson; and Janna Rodger.

Meeting was called to order at 4:38 PM by Chairman Anderson.

ORDER OF BUSINESS:

1. Review correspondence, disbursements and purchase orders.

- Commissioners signed checks and purchase orders.

2. Pete Boettcher updates.

- River Road pump station flow meter: Reviewed quotes for new flow meter with flow converter and grounded rings. (Project # 2013-12-100)
 - 1) Quote #1: Webb Kentrol/Sevco Sealed unit \$4,816.98
 - 2) Quote #2: Webb Kentrol/Sevco Non-sealed unit \$4,076.70
 - 3) Quote #3: Instrumart Sealed unit \$5,006.50
 - 4) Quote #4: Instrumart Non-sealed unit \$4,223.65
- Carl made a motion to approve quote # 1 and approved project not to exceed \$10,000 which includes installation of meter. Jeffrey seconded the motion. Motion passed unanimously.
- Transfer pump: Reviewed quotes to purchase a new T4 transfer pump for the pump house. (Project # 2013-12-110)
 - 1) Quote #1: Water Industries, Inc T4 Pump \$8,769.00
 - This does not include installation or piping \$9,500.00 (estimate)

- Carl made a motion to approve the purchase for a T4 pump not to exceed \$9,000.00. Jeffrey seconded the motion. Motion passed unanimously.
- Reviewed and discussed paving quotes for paving at the plant. Quotes include installing tack. (Project # 2013-12-120) Commission mutually agreed to go with low price.

1) Quote #1: GMI	35-40 Tons	\$190.00 per ton
2) Quote #2: Jeffers Excavation	35-40 Tons	\$140.00 per ton
- Reviewed and discussed pricing for installing grates and walkways at the plant. (Project # 2013-12-130). Quote includes building: 70' x 3' deck along scale with hand rail; 2' x 3' deck with side rails and stairs for clarifier; 2' x 3' deck with side rails for dewatering box; and a ladder for CL2 tank.

1) Quote #1: Ace Welding	\$40,180.66
2) Quote #2: Bio Renewable Fuels	\$22,000.00
- Carl made a motion to accept the quote from Bio Renewable Fuels in the amount of \$22,000.00 however, must fabricate two (2) sets of stairs and have inspected prior to finishing the remainder of the work. Jeffrey seconded the motion. Motion passed unanimously.

3. Sewer Abatement for 46 Main Street.

- Commissioners reviewed abatement request and spoke with Mrs. Rodgers regarding the number of occupants during the time of the leak.
- Carl made a motion to approve the abatement in the amount of \$3,197.07 for the property of 46 Main Street. Jeffrey seconded the motion. Motion passed unanimously.

Larry motioned to recess at 5:30 PM. Returned to public session at 5:40 PM.

4. Michael Trainque from Hoyle, Tanner updates.

- Reviewed and discussed conceptual design criteria of the aeration system upgrade. Mike is working on pricing for the different options for blowers.

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

- Andrea: 1) Reviewed minutes from October 29, 2013. Carl made a motion to approve the minutes for October 29, 2013 as written. Jeffrey seconded the motion. Motion passed and minutes signed. 2) Reviewed outstanding balance for 69 River Road. Commission agreed to send old balance to attorney for collection. 3) Reviewed sewer warrants for Tax Collector. Carl made a motion to accept the warrant for 4th quarter 2012 in the amount of \$5,517.34. Jeffrey seconded the motion. Motion passed and warrant signed. Carl made a motion to accept the warrant for 1st quarter 2013 in the amount of \$9,372.11. Jeffrey seconded the motion. Motion passed and warrant signed. Carl made a motion to accept the warrant for 2nd quarter 2013 in the amount of \$8,972.67. Jeffrey seconded the motion. Motion passed and warrant signed. Carl made a motion to accept the warrant for 3rd quarter 2013 in the amount of \$15,253.75. Jeffrey seconded the

motion. Motion passed and warrant signed. 4) Reviewed application for a new hauler, WWSI (Wastewater Services Inc. of Massachusetts). Carl made a motion to accept the new hauler with a 15 net due and a monthly max of \$2,500 for the first six (6) months. Jeffrey seconded the motion. Motion passed unanimously. 5) Discuss employee bonus. Reviewed payroll budget year to date expenses. Carl made a motion to approve one week pay for employee bonus. Jeffrey seconded the motion. Motion passed unanimously.

- Dana: No business to discuss.
- Other: No other business to discuss.

With no further business to discuss, Commissioner Caporale motioned to adjourn, second by Commissioner McNamara. The motion carried by unanimous vote; the meeting was adjourned at 7:05 PM.

✓ MINUTES ACCEPTED

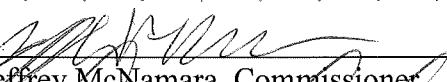
 WITH AMENDMENT



Lawrence Anderson, Chairman

12-10-13

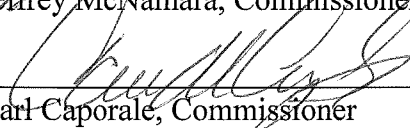
Date



Jeffrey McNamara, Commissioner

12-10-13

Date



Carl Caporale, Commissioner

12-10-13

Date