

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

DATE: October 14, 2014

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.

Commissioners present: Carl Caporale Chairman; Jeffrey McNamara; and Lawrence Anderson

Commissioners absent:

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

Other public present: Peter Boettcher; Michael Trainque Hoyle & Tanner; and Harold Thompson.

Meeting was called to order at 4:30 PM by Chairman Caporale,

ORDER OF BUSINESS:

I. UNAPPROVED MINUTES:

- a. **October 8, 2014:** Larry made a motion to table the October 8, 2014 minutes. Jeffrey seconded the motion. Motion passed unanimously.

II. NEW BUSINESS:

- a. **3rd quarter Sewer Warrant:** Commissioners reviewed sewer warrant as presented. Larry made a motion to approve the 3rd quarter sewer warrant in the amount of \$111,809.09. Jeffrey seconded the motion. Motion passed unanimously and warrant was signed.
- b. **Any new business as necessary:** No new business was discussed.

III. PROJECT UPDATES

- a. Michael Trainque:** Updated he met with homeowners on West Street (Bartlett and LeBlanc) to discuss the installation of the low pressure force main. Currently working on design and third-party agreement between HTA, homeowners, and ASC.
- b. Pete Boettcher:** Discussed purchasing of utility vehicle to assist operators at plant with daily operations and snow removal. Board agreed to table discussion. Discussed installing guard rails on back side of tanks to protect conduit. Board agreed to get pricing for next meeting. Reviewed quote from Jeffers's Excavation for paving trench patches (\$150.00 per ton) at plant. Larry made a motion to accept the quote as presented. Jeffrey seconded the motion. Carl voted no. Motion passed. Discussed drainage at plant, looking at possible disconnecting from Town drainage system. Finally discussed paving and fence repairs at River Road pump station. Larry made a motion to accept the quote from Jeffers's Excavation in the amount of \$13,555.00 to remove pavement and install 3" of pavement. Jeffrey seconded the motion. Carl called for a vote: Larry-yes; Jeffrey-no; Carl-no. Motion failed

IV. OLD BUSINESS

- a. Any old business as necessary:** No old business to discuss.

V. CORRESPONDENCE & OTHER BUSINESS

- a. Signing of disbursements, purchase orders and other documents as necessary:** Commission signed disbursements and purchase orders as needed. Signed overtime sheet.
- b. Review of any business with Administrative Assistant, Assistant Superintendent and Superintendent:**
 - i. Jeff updates:** No updates.
 - ii. Andrea updates:** Asked if the ASC will be considering submitting a bond warrant article to coincide with the town bond for road and sewer repairs. Board agreed the ASC will proceed with a bond.
 - iii. Dana updates:** Not present.

With no further business to discuss, Commissioner McNamara motioned to adjourn, second by Commissioner Anderson. The motion carried by unanimous vote; the meeting was adjourned at 6:05 PM.

✓ **MINUTES ACCEPTED** **WITH AMENDMENT**



Carl Caporale, Chairman


Date



Jeffrey McNamara, Commissioner

Date

10-28-14



Lawrence Anderson, Commissioner

Date

10-28-14