

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

**DATE:** March 31, 2015

**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.

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

Commissioners absent:

Staff present: Dana Clement Superintendent; Jeff Backman Assistant Superintendent; and Andrea Martel Business Manager.

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

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

**ORDER OF BUSINESS:**

**I. UNAPPROVED MINUTES:**

- a. **March 17, 2015:** Carl made a motion to accept the minutes of March 17, 2015 as typed. Larry seconded the motion. Motion passed and minutes were signed.

**II. NEW BUSINESS:**

- a. **Any new business as necessary:** Andrea updated the Board NHASH (NH Association for Septage Haulers) is holding their annual meeting on April 8, 2015 at the Red Blazer. Cost is \$30.00 per person. Board agreed to send Larry, Carl and Jeff Backman.

**III. PROJECT UPDATES**

- a. **Michael Trainque:** Continuing work on headworks loading task order, conceptual drawing for mixing building, and conceptual drawing for pump station. Discussed drainage at the plant and other areas in Town.

#### IV. OLD BUSINESS

- a. **Update on Townhouse/Heritage Drive sewer main:** Dana reviewed current status of sewer main. Felix has CCTV the sewer main and will be completing CCTV on the laterals to locate which house each lateral belongs to.
- b. **Any old business as necessary:** No old business discussed.


#### V. CORRESPONDENCE & OTHER BUSINESS

- a. **Signing of disbursements, purchase orders and other documents as necessary:** Commission signed disbursements and purchase orders as needed. Signed payroll sheet.
- b. **Review of any business with Business Manager, Assistant Superintendent and Superintendent:** Dana updated started demo of Kady mill on March 30, 2015 which will run side by side with one installed in BioMag building. Currently looking into getting a replacement pump for wasting. Requested a quote from AAA pumps to finish installing pump in headworks. Continuing work on installing scale gates. Had issues with Andrea computer and had to have 123 Technology come in to assist with setting up Andrea computer to the domain.

With no further business to discuss, Commissioner Caporale motioned to adjourn, second by Commissioner Anderson. The motion carried by unanimous vote; the meeting was adjourned at 6:15 PM.

✓ MINUTES ACCEPTED


\_\_\_\_\_ WITH AMENDMENT

  
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Jeffrey McNamara, Chairman

4-14-15  
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Date

  
\_\_\_\_\_  
Carl Caporale, Commissioner

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Lawrence Anderson, Commissioner

4-14-15  
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Date