

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

DATE:

July 7, 2015

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 and Lawrence Anderson.

Commissioners absent: Jeffrey McNamara Chairman (excused)

Staff present: Jeffrey Backman Superintendent and Andrea Martel Business Manager.

Other public present: Michael Trainque; and Peter Boettcher.

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

ORDER OF BUSINESS:

I. UNAPPROVED MINUTES:

- a. **June 23, 2015:** Larry made a motion to accept the minutes as typed for June 23, 2015. Carl seconded the motion. Motion passed and minutes signed.

II. NEW BUSINESS:

- a. **Bid Opening for Projects MH2015 & C28.1_C34 Ridge Road:** Mike opened sealed bids received.

MH2015: Felix Septic Service-\$15,000.00 & Jeffers Excavation-\$30,000.00. Larry made a motion to approve bid proposal from Felix Septic Service in the amount of \$15,000.00. Carl seconded the motion. Motion passed, contract to be issued after breakdown of each unit cost is received.

C28.1_C34 Ridge Road: Felix Septic Service-\$61,500.00 & Jeffers Excavation-\$97,857.40. Larry made a motion to approve bid proposal from Felix Septic Service in the amount of \$61,500.00. Carl seconded the motion. Motion passed, contract to be issued after breakdown of each unit cost is received.

- b. **Bid Opening for Project Septage/Sludge Mixing Building:** Mike opened sealed bid received.

SMB:

PRB Construction \$375,000.00

No decision made to award contract. Mike will review all bid proposals to ensure accuracy.

- c. **Any new business as necessary:** No new business discussed.

III. PROJECT UPDATES

- a. **Michael Trainque:** Discussed amendment #1 to Task Order 2014-03, septage mixing system structural evaluation and design. Amendment #1 includes tasks 4 (mechanical design), 5 (bidding phase services), and 6 (construction phase services). Larry made a motion to accept the amendment #1 to task order 2014-03 in the amount of \$18,150.00

- b. **Peter Boettcher:** No updates given.

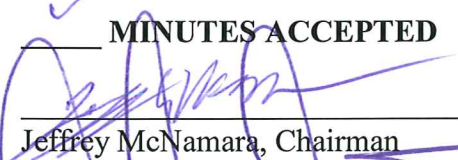
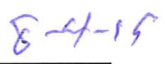




IV. OLD BUSINESS

- a. **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:** Jeff updated internet has been installed at River Road pump station. Discussed hiring of laborer. Larry made a motion to hire Matthew Caporale as a temporary laborer effective July 13, 2015 at a rate of \$10.00 per hour. Jeffrey seconded the motion. Carl abstained. Motion passed.

With no further business to discuss, Commissioner Anderson motioned to adjourn, second by Commissioner Caporale. The motion carried by unanimous vote; the meeting was adjourned at 5:28 PM.

<u>MINUTES ACCEPTED</u>	<u>WITH AMENDMENT</u>
 _____ Jeffrey McNamara, Chairman	 _____ Date
 _____ Carl Caporale, Commissioner	 _____ Date
 _____ Lawrence Anderson, Commissioner	 _____ Date