

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

DATE: September 29, 2015

PLACE: Allentown 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: Jeffrey McNamara Chairman; Carl Caporale; and Lawrence Anderson.

Commissioners absent:

Staff present: Dana Clement Senior Superintendent; Jeff 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. **September 15, 2015:** Larry made a motion to accept the minutes of September 15, 2015 as typed. Carl seconded the motion. Motion passed unanimously and minutes signed.

II. PROJECT UPDATES

- a. **Michael Trainque:** Reviewed task order ASC2015-03 NPDES permit assistance in the amount of \$5,000.00. Carl made a motion to table the task order until after meeting with Rick Cantu. Larry seconded the motion. Motion passed. Reviewed task order ASC2015-04 Sewer Easement assistance in the amount of \$5,000.00. Carl made a motion to accept the task order as presented. Jeffrey seconded the motion. Motion passed unanimously and task order was signed by Commission. Briefly discussed having HTA complete the conceptual drawings for the new pump station to possibly put a warrant article together in 2016 for funding.
- b. **Peter Boettcher:** Linda from HTA visited the plant today to review the structural integrity for the install of the mixers. Reviewed and discussed

quotes for purchase of new septage container. Carl made a motion to accept the quote in the amount of \$67,750.00 for the purchase of one septage container. Larry seconded the motion. Motion passed unanimously.

III. NEW BUSINESS:

- a. **1st review of 2016 proposed budget:** Reviewed proposed budget. Board recommended changes. Tabled until next meeting.
- b. **Any new business as necessary:** No other new business discussed.

IV. OLD BUSINESS

- a. **Any old business as necessary:** No old business discussed.

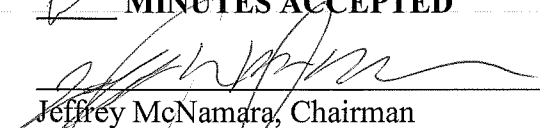
V. CORRESPONDENCE & OTHER BUSINESS

- a. **Nonpublic session under 91-A:3 II (e):** *Carl made a motion to go into nonpublic session under 91-A:3 II (e) at 6:55 PM. Larry seconded the motion. Chairman called for a Roll Call: Larry-I; Carl-I; Jeffrey-I. Motion passed unanimously. Out of nonpublic session at 7:18 PM.*
- b. **Signing of disbursements, purchase orders and other documents as necessary:** Commission signed disbursements and purchase orders as needed. Signed payroll sheet.
- c. **Review of any business with Business Manager, Assistant Superintendent and Superintendent:** No other business discussed.

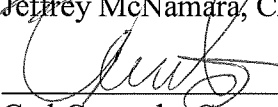
With no further business to discuss, Commissioner Anderson motioned to adjourn, second by Commissioner Caporale. The motion carried by unanimous vote; the meeting was adjourned at 7:20 PM.

✓ **MINUTES ACCEPTED**


 WITH AMENDMENT


Jeffrey McNamara, Chairman

10-13-15
Date


Carl Caporale, Commissioner

10-13-15
Date


Lawrence Anderson, Commissioner

10-13-15
Date