

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

DATE: July 24, 2012

PLACE: Allentown 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.

In attendance were: Jeffrey McNamara Chairman; Lawrence Anderson Commissioner; Carl Caporale Commissioner; Pete Boettcher; Michael Trainque Hoyle, Tanner & Associates; Jeff Backman Assistant Superintendent; Dana Clement Superintendent; and Andrea Martel Administrative Assistant.

Chairman McNamara called the meeting to order at 4:00 PM.

ORDER OF BUSINESS:

- 1. Review correspondence, disbursements and purchase orders.**
 - Commissioners signed all disbursements and purchase orders.
- 2. Sewer Abatement request for 17 Valley Street.**
 - Reviewed abatement request in the amount of \$100.00 due to an underground pipe leaking. Carl made a motion to approve the abatement in the amount of \$81.32 based on Administrative Assistants calculations of average use for this account. Larry seconded the motion. Motion passed unanimously.
- 3. Meet with Bob Pike regarding property at the end of Ferry Street.**
 - Mr. Pike was unable to attend. Larry made a motion to postpone the meeting with Mr. Pike, until a date can be rescheduled. Carl seconded the motion. Motion passed unanimously.
- 4. Minutes for June 26, July 3, 2012 & July 10, 2012.**

- Minutes for the meetings listed above were reviewed. Larry made a motion to approve the minutes as written for June 26, July 3, and July 10. Carl seconded the motion. Motion passed unanimously.

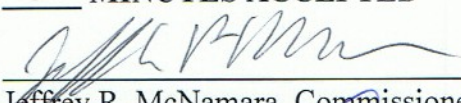
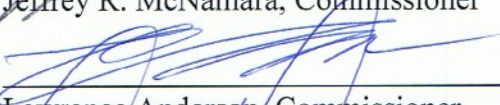
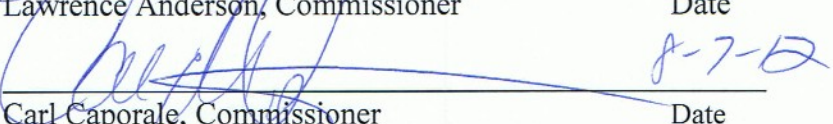
5. Transfer funds from Capital Reserve for Oak Street Sewer Main Replacement Project.

- Larry made a motion to transfer funds in the amount of \$33,241.00 from the Septage Surplus Capital Reserve Fund to pay for the Oak Street sewer main replacement project. Carl seconded the motion. Motion passed unanimously.

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

- Reviewed quotes from Jeffers Excavation (\$3,966.00), Felix Smith Pipeline (\$3,500.00), and Advanced Excavation and Paving (no submission), to install a manhole on Cross Street. Larry made a motion to accept the quote from Felix Smith Pipeline. Carl seconded the motion. Motion passed unanimously.
- Pete Boettcher updated the board on the septage receiving station project. Reviewed the costs incurred up to date. Discussed the option to lease to purchase, or purchase the containers out right. Larry made a motion to accept the lease to purchase agreement. Carl seconded the motion. Motion passed and all Sewer Commissioners signed the amendment to the Waste Management contract.
- Reviewed the proposal from Power Up Generator Service regarding annual maintenance on the generator located at the wastewater facility and pump station. Commissioners requested a purchase order be completed and move forward with accepting the agreement.
- Discussed proposal from Enernoc. Proposal is for participation in their regional load response program. Agreement is for 5 years and is projected to generate nearly \$17,000 over the term. Carl made a motion to accept the agreement. Larry seconded the motion. Motion passed unanimously.
- Reviewed a letter received from the Public Utilities Commission (PUC) regarding a Notice of Probable Violation (NOPV) regarding damage to a private sewer lateral by PSNH. Commissioners reviewed and signed the response letter submitted by Superintendent Clement.

With no further business to discuss, Commissioner Lawrence Anderson motioned to adjourn, second by Commissioner Carl Caporale motion carried by unanimous vote, meeting adjourned at 6:00 PM.

<u>✓</u> MINUTES ACCEPTED	<u> </u> WITH AMENDMENT
 _____ Jeffrey R. McNamara, Commissioner	<u>8-7-12</u> _____ Date
 _____ Lawrence Anderson, Commissioner	<u>8-7-12</u> _____ Date
 _____ Carl Caporale, Commissioner	<u>8-7-12</u> _____ Date