



Allenstown Sewer Commission
35 Canal Street
Allenstown, NH 03275
603-485-5600
FAX 800-859-0081



TOWN OF ALLENSTOWN
Sewer Commission
35 Canal Street
Allenstown, NH 03275
July 13, 2021

CALL TO ORDER

The Allenstown Sewer Commission meeting of June 8, 2021 was called to order by Chair James Rodger at 4:00 p.m.

ROLL CALL

Present on the Board: Jim Rodger, Chairman, David Bouffard, Commissioner, Alan Turcotte, Commissioner

Present from the audience: Jeff Backman, Superintendent; Russell McMahon, Operations Foreman, Michael Trainque, Hoyle Tanner and Associates, Peter Boettcher, Boettcher Electric, Jaye Wallace, Administrative Assistant

PLEDGE OF ALLEGIANCE

Chair Rodger called for the Pledge of Allegiance.

NEW BUSINESS

- **Hoyle Tanner and Associates**

Mr. Trainque reviewed the progress of the Suncook Pond Pump Station. Mr. Trainque informed the board of updates of the equipment installation, electrical work, paving, manhole installation and other pending items in the contract, and informed him of the communications with the contractor.

Commission Turcotte discussed concerns about the noise from the generator cooling fan and security issues. Commissioner Bouffard also expressed concerns regarding these issues. Fencing, landscape and security options were discussed and will be looked into for further discussion.

No motions made; no motions passed.

OLD BUSINESS

- **Review Pump Station Plaques with Jaye Wallace**

Jaye Wallace presented two quotes for a 30 x 20" bronze plaque for the Suncook Pond Pump Station. She states that both quotes offer the exact same material, free shipping and handling, tamper resistant mounting and take around 4-5 weeks for delivery.

International Bronze Company: \$1,647.00

Atlas Signs and Plaques: \$2,190.00

The proof's presented is an example only and the wording will need to be decided before a final proof can be presented. The dedication of the building to Commissioner Larry Anderson will need to be decided on as well. The Board agreed on dedicating the building in memory of Commissioner Larry Anderson and decided to go with International Bronze Company for the manufacturing. A final proof will be available asap and presented to the board for final approval.

No motions made; no motions passed.

- **Discuss/review ribbon cutting ceremony**

Russell McMahon presented the board with various ideas and gave examples of invitations, guest lists, parking, presenters, budget etc. Superintendent Backman stated that he will contact Larry Anderson's family to get permission and get their input. No decision was made, and will be reviewed further at a later date.

No motions made; no motions passed.

- **Peter Boettcher project updates**

Mr. Boettcher discussed the issues with the transfer switch and the cost and possible schedule of replacing the switch. He also discussed the issues of the main breaker. Budget allowed for replacement was discussed and reviewed.

No motions made; no motions passed.

New Business

- **Review 2021 Expenditure Report**

Superintendent Backman presents and reviews the status of the 2021 Expenditures.

No motions made; no motions passed.

Correspondence and other business

- **2nd Quarter 2021 Sewer Billing Register**

Superintendent Backman presents the 2nd Quarter Sewer Billing Register for review and approve in the total of \$116,503.43.

Motion to approve by Commissioner Turcotte. Motion seconded by Commissioner Bouffard. Chair Rodger requests a roll call. All in favor. Motion passed.

- **June 2021 Hauler Invoice Summary Report**

Superintendent Backman presents the April 2021 Hauler Invoice Summary Report for approval in the amount of \$177,185.50 with 679 transactions.

Motion to approve by Commissioner Turcotte. Motion seconded by Commissioner Bouffard. Chair Rodger requests a roll call. All in favor. Motion passed.

- **Approve June 2021 Sewer Adjustment Journal**

Superintendent Backman presents the March 2021 Sewer Adjustment Journal in the amount of \$198.72.

Motion to approve by Commissioner Bouffard. Motion seconded by Commissioner Turcotte. Chair Rodger requests a roll call. All in favor. Motion passed.

- **Review June 8, 2021 Minutes**

Superintendent Backman presents the June 8, 2021 minutes for review and approval.

Motion to approve by Commissioner Bouffard. Motion seconded by Commissioner Turcotte. Chair Rodger requests a roll call. All in favor. Motion passed.

Non-Public Session in accordance with the provisions of RSA 91-A:3, II (a)

Commissioner Turcotte motions to go into Non-Public Session in accordance with the provisions of RSA 91-A:3, II (a). Commissioner Bouffard seconds the motion. Board goes into Non-Public Session in accordance with the provisions of RSA 91-A:3, II (a) at 5:25 pm.

Commissioner Turcotte motions to come out of Non-Public Session in accordance with the provisions of RSA 91-A:3, II (a) at 5:37 pm. Commissioner Bouffard seconds the motion. Board resumes public meeting.

Motion to adjourn

Commissioner Turcotte motions to adjourn the meeting. Commissioner Bouffard seconds the motion. Chair Rodger calls roll. All in favor. Meeting adjourned at 5:38 pm.

Document Approval
Allenstown Sewer Commission

James Rodger, Chairperson	<u>James Rodger</u>
Alan Turcotte, Commissioner	<u>Alan Turcotte</u>
Dave Bouffard, Commissioner	<u>David Bouffard</u>

TITLE	August Meeting Documents
FILE NAME	7-2021 Hauler Invoice Summary Report.pdf and 2 others
DOCUMENT ID	6dca102025fa03293a531a88ee274bdd9b5e6f58
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Completed

Document History



09 / 29 / 2021
18:53:49 UTC

Sent for signature to James Rodger (jrodger@allenstownnh.gov), Alan Turcotte (aturcotte@allenstownnh.gov) and Dave Bouffard (dbouffard@allenstownnh.gov) from jbackman@allenstownnh.gov
IP: 173.13.111.25



09 / 29 / 2021
19:15:02 UTC

Viewed by James Rodger (jrodger@allenstownnh.gov)
IP: 24.62.158.145



09 / 29 / 2021
19:17:24 UTC

Signed by James Rodger (jrodger@allenstownnh.gov)
IP: 24.62.158.145



09 / 29 / 2021
20:43:52 UTC

Viewed by Alan Turcotte (aturcotte@allenstownnh.gov)
IP: 174.196.209.37



09 / 29 / 2021
20:51:48 UTC

Signed by Alan Turcotte (aturcotte@allenstownnh.gov)
IP: 174.196.209.37

TITLE	August Meeting Documents
FILE NAME	7-2021 Hauler Invoice Summary Report.pdf and 2 others
DOCUMENT ID	6dca102025fa03293a531a88ee274bdd9b5e6f58
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Completed

Document History



09 / 30 / 2021
18:52:08 UTC

Viewed by Dave Bouffard (dbouffard@allentownnh.gov)
IP: 24.34.71.240



09 / 30 / 2021
18:52:50 UTC

Signed by Dave Bouffard (dbouffard@allentownnh.gov)
IP: 24.34.71.240



09 / 30 / 2021
18:52:50 UTC

The document has been completed.