



**TOWN OF ALLENSTOWN**  
**Sewer Commission**  
**35 Canal Street**  
**Allenstown, NH 03275**  
**January 30, 2024**

**CALL TO ORDER**

The Allenstown Sewer Commissioner meeting of January 30, 2024 was called to order by Chair Turcotte at 11:00 am.

**ROLL CALL**

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

Present from the audience: Jeff Backman, Superintendent, Russell McMahon, Operations Foreman,  
Michael Trainque, Engineer

**Pledge of Allegiance**

Commissioner Turcotte called for the Pledge of Allegiance.

**CONSENT AGENDA**

Commissioner Bouffard motions to accept the December 12, 2023 ASC Meeting Minutes, December 2023 Sewer Adjustment Journal, December 2023 Hauler Invoice Summary Report. Chairperson Turcotte seconded the motion. Roll Call. Motion passes.

**MEET WITH APPOINTMENTS/CONSULTANTS**

- **Michael Trainque, Engineer**

Mr. Trainque updated the board with progress of the Clarifier Project, and answered the boards questions. He stated that the he did get comments back from NHDES both on the basis of design report and drawings and have addressed those comments. He stated that he is also working on the funding and updated the board on the progress of the application. He stated that they wanted the audit for fiscal year 2022 which should be available in a couple of months, as well as a Certificate of Organization for the Sewer Commission. Mr. Trainque stated that there has been no development on the grant match and reviewed the progress made so far and answered the board's questions regarding the grant. Mr. Trainque reviewed Amendment One of the clarifier design task order with the board and answered the board's questions regard this amendment and the permits required. He also stated that a request to review to the New Hampshire Division of Historic Resources for an intergovernmental review process. Mr. Trainque went on to explain the process to the board and answered the board's questions. Chairperson Turcotte asked for a motion to accept Amendment One, Scope of Services and Fees from the USDA Rural Development Grant Application. Chairperson Turcotte motions to accept, Commissioner Rodger seconds the motion. Chairperson Turcotte calls for a roll call. Motion passes.

39 **OLD BUSINESS**

40 

- **IMA Update**

41 Superintendent Backman states that a joint Public Hearing will be held on February 20, 2024 at 4:00 pm,  
42 followed by a vote to approve the agreement. He stated that Pembroke and the Attorney General have  
43 approved the agreement. He also stated that Pembroke Sewer also submitted an application to connect  
44 one of the projects that they have been working on, Pembroke Pines II. They are looking to connect  
45 10,505 gallons per day. Superintendent Backman also added that he is feels ready to approve it now,  
46 with the board's approval. This would be contingent upon the execution of the IMA. Chairperson  
47 Turcotte motions to have the Superintendent to sign the application for sewer connection permit for  
48 Pembroke. Commissioner Bouffard seconds the motion. Chairperson Turcotte calls for a roll call. Motion  
49 passes. Superintendent Backman reviewed the filing process once it has been approved to the board  
50 and answered the board's questions.

51 

- **Letendre Avenue update**

52 Mr. McMahon stated that the liner from Vortex has been ordered and we are expecting it sometime  
53 next month and the next step is to schedule the work. The proposed schedule was reviewed by the  
54 Superintendent and Operations Foreman.

55 

- **Chester Turnpike**

56 Superintendent Backman presented camera footage of the area with the board for review. He stated  
57 that he wanted to take a closer look at pipe E1-E1.1 and E1-E2 which shows the water level differences  
58 in the pipe. Mr. Trainque and Superintendent Backman answered the board's questions regarding the  
59 flow. A discussion followed regarding the need to reconstruct the sewer on Chester Turnpike. The  
60 Board confirmed their decision from a previous meeting to not make any upgrades to the sewer system  
61 on Chester Turnpike prior to 2024 paving.

62 

- **Any other old business**

63 Superintendent Backman presented the board with a pamphlet on the Clarifier Upgrade to be mailed to  
64 residents which would be 1700 pamphlets costing around \$1,025.00 - \$1,627.00. He stated he feels it a  
65 good idea to get good information regarding the project out there to the residents. A quote was  
66 presented to the board from Mailways. Commissioner Bouffard motions to fund \$2,000.00 to the  
67 pamphlets for the new clarifiers. Chairperson Turcotte seconds the motion. Chairperson Turcotte calls  
68 for a roll call. Motion passes. Superintendent Backman added that there is also going to be in the  
69 Hooksett Bridge newspaper informing voters about the project.

70 **NEW BUSINESS**

71 

- **Discuss Deliberative Session Calendar (February 13, 2024-9am @AES)**

72 Tentative attendance was discussed, as well as the discussions projected.

73 **CORRESPONDENCE AND OTHER BUSINESS**

74 

- **Review any other business with Superintendent and Operations Foreman**

- 75       •   **Review Sewer Commission meetings calendar (February 13, 2024)**
- 76   The next Sewer Commission Meeting will be February 13, 2024 at 11:00 am.
- 77   **Motion to Adjourn**
- 78   Commissioner Bouffard motions to adjourn. Chairperson Turcotte seconds the motion. Chairperson
- 79   Turcotte requests a roll call. Motion passes unanimously. Meeting is adjourned at 11:41 am.

*Alan Turcotte*  
*Tim Rodger*  
*David Bouffard*

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## Document History



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**04 / 01 / 2024**  
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**04 / 01 / 2024**  
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**04 / 01 / 2024**  
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**04 / 02 / 2024**  
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## Document History



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**04 / 12 / 2024**  
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