



Allenstown Sewer Commission

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TOWN OF ALLENSTOWN

Sewer Commission

**35 Canal Street
Allenstown, NH 03275
June 8, 2021**

***Due to COVID19, this meeting was held electronically via remote connections.**

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

PLEDGE OF ALLEGIANCE

Chair Rodger called for the Pledge of Allegiance.

NEW BUSINESS

- **Hoyle Tanner and Associates**
 - **Suncook Pond Pump Station Update**

Michael Trainque updated the Commission on the progress with the Suncook Pond Pump Station. The contracted substantial completion date (i.e., Owner has beneficial use and occupancy of the facility) was April 24, 2021 and a final completion date of May 21, 2021. Mr. Trainque stated that he asked the contractor to submit a letter requesting an extension, which he did receive from the contractor. The letter requested a substantial completion date of August 31, 2021 and a final completion date of September 30, 2021. Mr. Trainque explains the reasoning for the delays:

- Start date was scheduled for August 24, 2020. No work was started until the end of November 2020.
- Delay in equipment delivery
- Acquiring power at the site

- Various other factors

Mr. Trainque states that he and Mr. Backman have discussed this and have countered the extension request of substantial completion date of June 30, 2021 and final completion date of July 30, 2021.

Mr. Backman stated these dates are to be accepted by the Board and feels like we need to be fair and firm.

Mr. Turcotte expresses concern over the noise level and what the generator would produce. Mr. Backman states that we can check the decibel levels.

Mr. Bouffard asked for an update on the road paving on Library Street. Mr. Bouffard also states that there have been complaints about the road. Mr. Trainque stated that he sent a few emails to the contractor and the response was that he was out of the office. He states that all of the heavy equipment work is completed and the road can be paved now, but usually part of the final completion.

Mr. Backman clarified that the agreed upon direction is for Hoyle Tanner and Associates to send a response to the extension request with the substantial completion date of June 30, 2021 and the final completion date of July 30, 2021, and forcefully ask for the date of completion for the Library Street pavement. Also, and if the road cannot be reclaimed sooner, than they are responsible for maintaining a passable road.

Mr. Trainque stated that he has already begun a draft letter and will send it Mr. Backman for review once it is completed.

Mr. Trainque also discussed the change orders and stated that the net result should be a credit. The exact sum is not known at this time, and is working on getting back up for the data.

- **Draft Task Order for Conceptual Design of Clarifiers**

Mr. Trainque presents a draft task order for the cost of the conceptual design of the clarifiers. He states that he has already submitted the preapplication for the State Revolving Fund Loan Program with NHDES for funding. Mr. Trainque discussed different conceptual designs and specifications to consider and what the next steps would be, once approved.

Commissioner Turcotte motions to accept the Conceptual Design of the Clarifiers. Commissioner Bouffard seconds the motion.

Chair Rodger asks for a roll call:

Commissioner Turcotte: Aye

Chair Rodger: Aye

Commissioner Bouffard: Aye

Motion passed unanimously.

- **New Business (continued)**

- **Potential Ribbon Cutting Ceremony for the Suncook Pond Pump Station and Plaque**

Mr. Backman presented the idea of a ribbon cutting ceremony and plaque for the Suncook Pond Pump Station. He asked the Commission what sort of budget they would like to have for the ceremony and presented two quotes for bronze plaques to be mounted at the station. Commissioner Turcotte expressed concern over possible vandalism of the plaque.

Mr. Backman stated that he would research options for tamper resistant plaques. Mr. Backman asked what the Commission would like the plaque to read and suggested that the station be dedicated in memory of Commissioner Larry Andersen whom brought this old project to the forefront and got it on the ballot before passing on.

Chair Rodger suggests that the Commission review the plaques that have been placed on our buildings in the past for ideas, before coming up with wordage. Mr. Backman states that he will have a template of the plaque for the next meeting.

Mr. Backman asks the Commission if there is a budget for the Ribbon Cutting Ceremony and who would they like to invite. Commissioner Turcotte replied that Mr. Backman can put something together and keep in mind that it should not be super expensive.

Chair Rodger tables the idea until further notice.

- **Old Business**

- **Update on the publicly owned treatment works**

Mr. Backman states that he expects to be issued a new General Permit later this summer, until such time as EPA issues the plant an Individual Permit. Senator Shaheen's office is working with us to expedite the Individual Permit with EPA. There are a few things the permit is waiting on, but is in the process.

- **Correspondence and other business**

- **Approve May 2021 Hauler Invoice Summary Report**

Superintendent Backman presents the May 2021 Hauler Invoice Summary Report for review and approval, totaling \$184,813.58

Commissioner Turcotte motions to accept the May 2021 Hauler Invoice Summary Report 2021. Commissioner Bouffard seconds the motion.

Chairman Rodger called for a roll call vote on this motion.

Commissioner Alan Turcotte: Aye

Commissioner David Bouffard: Aye

Chairman James Rodger: Aye

The motion carries unanimously.

- **Approve May 2021 Sewer Adjustment Journal**

Superintendent Backman presents the May 2021 Sewer Adjustment Journal for review and approval, totaling \$-63.26.

Commissioner Turcotte motions to accept the May 2021 Sewer Adjustment Journal. Commissioner Bouffard seconds the motion.

Chairman Rodger called for a roll call vote on this motion.

Commissioner Alan Turcotte: Aye

Commissioner David Bouffard: Aye

Chairman James Rodger: Aye

The motion carries unanimously.

- **Approve minutes for May 11, 2021 and May 20, 2021 meeting**

Commissioner Bouffard motions to accept the May 11, 2021 Meeting minutes. Commissioner Turcotte seconds the motion.

Chairman Rodger called for a roll call vote on this motion.

Commissioner Alan Turcotte: Aye

Commissioner David Bouffard: Aye

Chairman James Rodger: Aye

The motion carries unanimously.

Commissioner Turcotte motions to accept the May 20, 2021 Meeting minutes. Commissioner Bouffard seconds the motion.

Chairman Rodger called for a roll call vote on this motion.

Commissioner Alan Turcotte: Aye

Commissioner David Bouffard: Aye

Chairman James Rodger: Aye

The motion carries unanimously.

- **Odor Complaint**

Mr. Backman informed the Commission that he received an odor complaint from Whitten Street on Saturday. He went to the area and did detect a slight odor. He spoke to the complainant and reassured her that he will take care of the problem. Mr. Backman shut the dewatering process down and did not receive any call backs after that.

- **Employee Reviews**

Mr. Backman informed the Commission that he will have the employee reviews next month and will present them to the board before performing the reviews with the employees.

- **Update from Operations Foreman on projects**

Mr. McMahon updated the Commission on the progress of several projects, including completing the sewer line across Granite Street, and will be working on Theodore Street as well. He states that Tank 1 is down and being cleaned, as annual maintenance.

Mr. Backman states that the PLC has been replaced and the Hobie, our newest employee is working out great and doing well.

- **Motion to Adjourn**

Commissioner Turcotte motions to adjourn the meeting. Commissioner Bouffard seconds the motion.

Chairman Rodger called for a roll call vote on this motion.

Commissioner Alan Turcotte: Aye

Commissioner David Bouffard: Aye

Chairman James Rodger: Aye

The motion carries unanimously.

Meeting adjourned at 5:07 pm

James Rodger
Alan Turcotte
David Bouffard

TITLE	Jume Minutes
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Document History



SENT

07 / 14 / 2021

14:08:44 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



VIEWED

07 / 14 / 2021

16:27:28 UTC

Viewed by Alan Turcotte (aturcotte@allenstownnh.gov)
IP: 24.62.157.144



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16:28:04 UTC

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07 / 14 / 2021

20:38:40 UTC

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20:39:16 UTC

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16:24:23 UTC

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The document has been completed.