

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

DATE: August 16, 2016
PLACE: Allenstown Wastewater
Treatment Facility
35 Canal Street
TIME: 4:00 PM

**ALLENSTOWN SEWER COMMISSION
REGULAR MEETING**

Call to Order.

The Allenstown Sewer Commission Meeting for August 16, 2016 was called to order by Mr. Anderson at 4:00p.m.

Roll Call.

Present on the Board: Larry Anderson, Carl Caporale, and Jeffrey McNamara.

Others Present

Others Present: Peter Boettcher

Other Public Officials: Jeff Backman, Superintendent and Roxanne Chomas, Assist Superintendent

Allenstown Staff: Shaun Mulholland, Town Administrator and Ron Pelissier, Road Agent.

UNAPPROVED MINUTES:

Mr. Caporale stated he wanted to make a change on page six where it says "Mr. Anderson stated the BOS wanted to know if the Commission was going to approve it." Mr. Backman suggested it be changed to "Mr. Anderson stated Mr. Pelissier wants to know if the Commission supports Mr. Pelissier seeking grant funds to do the boat ramp."

Motion. Mr. Caporale made a motion to approve the minutes for August 2, 2016 as amended. Mr. McNamara seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Anderson – Yes; Mr. Caporale – Yes; and Mr. McNamara – Yes. Mr. Anderson declared the Motion passed.

Motion. Mr. Caporale made a motion to approve the non-public minutes for July 19, 2016. Mr. McNamara seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Anderson – Yes; Mr. Caporale – Yes; and Mr. McNamara – Yes. Mr. Anderson declared the Motion passed.

Motion. Mr. Caporale made a motion to accept the non-public minutes for August 2, 2016. Mr. McNamara seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Anderson – Yes; Mr. Caporale – Yes; and Mr. McNamara – Yes. Mr. Anderson declared the Motion passed.

PROJECT UPDATES

Peter Boettcher.

Mr. Boettcher informed the Commission there is an opportunity to purchase a large dewatering pump, which is being decommissioned in Durham, NH. He stated they would get two pumps and two VFD's for \$1,000 with a \$40,000 value. He stated he would like the Commission's approval if it is a good deal to purchase it. He stated he the Superintendent would be going to look at the pumps. He stated there are a lot of spare parts with them.

Mr. Caporale asked if they have pumps like those now. Mr. Boettcher stated they do not have pumps as large as these ones. The Chair asked where the pumps would go. Mr. Backman stated he would like to use them to empty the tanks. He stated they are using a contractor to do it right now and the pumps would let them do it themselves. He stated they would skid mount it and plumb in from the top of the tank down to the sump. He stated there are not a lot of grit in the tanks but he doesn't know what they can handle. Mr. Boettcher stated they can pull twelve percent sold. He stated even if they work a couple of times they will get their money back.

The Chair asked what a contractor charges them and how long he is here. Mr. Backman stated he charges \$100 an hour and is here for eight hours a day.

Mr. Caporale asked if they skid mount it and make it portable they will have connections for all the tanks. Mr. Backman stated they will have it for tanks one through three; they don't need it for four through six. Mr. Caporale asked if they skid mount where are they going to store it. Mr.

Backman stated they don't have an answer at this time. He stated they are really good pumps. Mrs. Chomas stated each pump comes with hoses and the hoses themselves are worth \$2,000.

Motion. Mr. Anderson made a motion to send someone to look at the pumps. Mr. McNamara seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Anderson – Yes; Mr. Caporale – Yes; and Mr. McNamara – Yes. Mr. Anderson declared the Motion passed.

Mr. Boettcher stated they just received the bid in from Lakeside but he hasn't been able to review it yet.

OLD BUSINESS

Discuss boat ramp.

Mr. Pelissier stated there is a grant opportunity to install a boat launch where the old boat launch was. He stated Mr. Anderson's overview is not quite right; it shows it up a little further up than it actually is. He stated they wanted to go out and stake out the area so they would have a good idea of where it would be. He explained the road migrated out to the right over the years. He stated he would like to revisit this but doesn't want to waste everyone's time unless the Sewer Commission is on board with it.

Mr. Caporale asked if it has to be this plan because it encompasses the whole lot. Mr. Pelissier stated he hasn't mapped it out. Mr. Caporale stated when they spoke he was talking about the old circle and he thinks Mr. Pelissier was talking about the new circle. Mr. Pelissier stated he was talking about the boat launch not consuming any more property than what is being used now. He stated he thinks it will be from the river's edge to the road and about half way up.

Mrs. Chomas asked if they are still looking at all those trailer spots and if there would be any additional buildings. Mr. Pelissier stated it shows a concrete pad for a potty house. He showed them a plan for the boat launch.

Mr. McNamara expressed concerns of the picnic tables at the boat launch because they are close to the treatment center and the smell would carry over there. Mr. Anderson stated this plan doesn't show picnic tables. Mr. Anderson stated there are no picnic tables.

Mrs. Chomas asked what the advantage is to the town of having a boat launch. Mr. Pelissier stated there are a lot of boaters who use the river. Mr. Caporale asked what happens if there is any contamination when the construction starts. Mr. Pelissier stated the turnaround has been

there for at least twenty-five years. Mr. Caporale expressed concern with the risk of contamination. Mr. Pelissier stated he doesn't think the State is concerned about it.

Mr. Caporale stated he thought Mr. Trainque was going to be here and could tell them if it is buildable. Mr. Mulholland stated the State of NH would lease it for thirty years, maintain the boat ramp, pay for street lights, and the kiosk.

Mr. Caporale asked depending on space being left will there be room to build on. Mr. McNamara stated his concern was if there were going to be picnic tables. Mr. Caporale stated it would be a benefit for the town.

Mr. Pelissier asked the Commission if they have plans for building down there. Mr. McNamara stated they don't have anything right now. Mr. Caporale stated he doesn't know if they can put a pipeline across the natural gas lines that run parallel to our back fence. Mr. Boettcher stated he thinks they could do a pipeline. Mr. Pelissier asked if they own property in the other direction. The Chair stated they do but there is a power line. Mr. Boettcher stated they could build but it would be in the middle of the boat launch area. There was further discussion of the overlay plan for the boat launch.

The Commission agreed to take a look at the area and have Mr. Trainque answer some questions about it.

NEW BUSINESS:

Discuss 2017 Health and Dental Options

Mr. Mulholland stated he doesn't believe the Sewer Commission has weighed in on the Health Insurance plan but he thinks they should have a say on it. He explained it is his job to inform employees and the governing bodies of the health insurance plan options. He stated they are part of a cooperative of seven towns which make up the SVRTA who conducted a study. He stated there are 143 employees between the towns. He stated if there are over 100 employees they are considered a large employer and the health insurance rates are considerably less than small group employers. He stated they have done it for several years and it has been beneficial for them.

Mr. Mulholland explained they did a major health insurance study in 2013. He stated this year the contract is up so they put it up for bid again. He stated HealthTrust and SchoolCare responded with a bid. He stated they have HealthTrust right now.

Mr. Mulholland explained page one shows the overall CPI functions and page two shows insurance rates over the years. He stated the rates of increase are difficult for them to sustain. He

stated there was a 19% increase in what was paid out for claims between 2014 and 2015. He explained the rest of the packet compares the two proposals. He stated he recommended to the Select Board they go with HealthTrust. He stated the Board of Selectmen will review the report and make a decision of which proposal to go with. He stated on August 25, 2016 the BOS will send a delegate to the SVRTA to vote on whichever plan the BOS chooses.

Mr. Mulholland stated Appendix I: Health Cost Comparison is based on assumptions he made. He stated he assumed the 80/20 split remained the same, assumed employees would take an FSA, and assumptions the Town would pay the rest of the deductible with HRA. He stated it shows the savings for the employee and the employer. He stated AB20 is the plan all the employees are on right now. He stated the ABSOS plan is still with the HMO but has a deductible and right now the employees have no deductibles.

Mr. Mulholland explained an HRA is an employer sponsored plan and not all employees use them. He stated money put into the HRA by the employer stays with the employer if not used. He explained an HSA is a health savings account where both employee and employer contribute to the account. He stated the employee can keep the money and if they leave, they can take it with them.

Mr. Mulholland stated on the current 80/20 plan the employee pays \$4,754 and the employer pays \$19,018. He stated whatever is not used by the employee in the HRA they get to keep. Mr. Caporale asked if they have to reuse it again the next year for the same thing. Mr. Mulholland stated there are a couple things they could do. He stated they could setup an expendable trust fund or put in their operating budget.

Mr. Caporale asked who manages it. Mr. Mulholland explained there is a third party company who manages it and how it works. Mr. Caporale asked if they do the third party process instead of a copayment. Mr. Mulholland stated there is still a copayment.

Mr. Caporale asked what they are looking at with as an investment. Mr. Mulholland stated it is not an investment. He stated right now they are paying \$19,018 and they would be paying less. Mr. Caporale asked what they would put in the first year for the HRA. Mr. Mulholland stated they would put in \$2,500 and the employees would put in \$500.

Mr. Caporale asked Mr. Backman what they were favoring. Mr. Backman stated their employees favored AB20. Mrs. Chomas explained they had the staff meet with Mr. Mulholland last Friday and they were very responsive to Mr. Mulholland's explanation of the plans. There was further discussion of the different plans available.

Mr. Mulholland explained one of the benefits of HealthTrust over SchoolCare is if something happens to an employee and they die while on the job, the spouse gets it for the rest of their life.

Mr. Mulholland suggested if they are going to change the plans they should give the employees some options. He stated the Sewer Commission doesn't have to do what the BOS does. Mrs. Chomas stated they want to attract other employees. Mr. Caporale stated they can't throw it into the mix and need to focus on the numbers.

Mr. Mulholland stated if they look at Appendix II it shows the plan they have right now, one they offer no one uses and then the ABSOS plan for comparison. He stated the plan they have now covers 60 visits versus 20 visits for Outpatient Physical Rehab.

Mr. Caporale stated if they go to the ABSOS plan it will be a whole new learning curve for the employees. Mr. Mulholland stated it is not a learning curve. Mr. Caporale asked what an employee would do different for a procedure than before. Mr. Mulholland stated if the employee goes to the ER they would pay \$100, then the deductible, and then they are good for the rest of the year. He stated if the employee were to go to the hospital again they would only pay the \$100 and nothing else. Mr. Caporale stated it sounds appealing because of the risk of saving money.

Mr. Mulholland stated the Sewer Commission should consider what they would want to do. He stated they are the governing body and have a say in this.

Mr. Mulholland stated the ABSOS plan pushes an additional cost onto the employee however they save money on the premium. He stated with those who are sick they are going to pay a lot more. He stated the question is how to bridge the gap and minimize the impact on the employees. He recommended they use HealthTrust but what plan they go with is up to them.

Mr. Backman asked if the BOS goes with SchoolCare could the Commission go with HealthTrust. Mr. Mulholland stated if the BOS went with SchoolCare the Commission would have to go with their own plan to do HealthTrust. Mr. Backman asked if the BOS went with ABSOS could the Commission offer AB20 if they choose to. Mr. Mulholland stated they could choose a different plan within HealthTrust. The Chair asked what the sewer employees like. Mr. Backman stated they like AB20.

Mr. Mulholland stated they need to consider, if the BOS goes with the ABSOS plan, how the HRA would be handled. He stated he hopes the BOS will ask the Commission how they feel and what plan they would go with. He stated the only decision which needs to be made on August 22, 2016 is rather to go with HealthTrust or SchoolCare. He stated they would need to make a decision for the plans by November 7, 2016 so they can add it to the budget.

OLD BUSINESS (cont.)

Approve Sewer Adjustment journal for July 2016

The Commission approved the Sewer Adjustment Journal for July 2016.

Approve Hauler Balance detail for July 2016

The Commission approved the Hauler Balance detail for July 2016.

Any old business as necessary.

Mrs. Chomas stated she spoke with Pembroke Water Works regarding the letter. She stated the program is costing \$30,000 and are charging them \$2,500. Mr. Caporale asked if any of the information was in the letter. Mrs. Chomas stated only the \$2,500 was in the letter. She stated they were forthcoming with the information and it just trickles down. Mr. Backman stated the startup fee is \$2,500 and then yearly fee is \$584. Mr. Caporale stated they are under no obligation to pay the \$2,500 for setup, but only the fee for the data usage.

Mrs. Chomas asked Mr. Caporale what he would like to see. Mr. Caporale stated he would like to see something from a legal aspect. He asked if this is a contract. Mr. Backman stated there is no contract. Mrs. Chomas stated she will meet with Pembroke Water Works and see if there is something a little more binding than the letter.

Mr. Backman stated the first year they are paying \$2,859.60 total and in 2018 the annual due will be \$584.06 with small variations for meters.

NEW BUSINESS (cont.)

Review Allenstown Sewer Expenditure report

The Chair stated he didn't get a packet. Mr. Backman stated it was in the email. He showed the Chair the report he is sending for the budget committee meeting on August 18, 2016. He stated they are on track and have 41% left.

CORRESPONDENCE & OTHER BUSINESS:

Non-public session under RSA 91-A:3 II (a).

Motion. Mr. Anderson made a motion to go into non-public session under RSA 91-A:3 II (a). Mr. McNamara seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Anderson – Yes; Mr. Caporale – Yes; and Mr. McNamara – Yes. Mr. Anderson declared the Motion passed.

Motion. Mr. Anderson made a motion to come out of non-public at 5:45pm. Mr. McNamara seconded the Motion.

A Roll Call Vote was taken: Mr. Anderson – Yes; Mr. Caporale – Yes; and Mr. McNamara – Yes. Mr. Anderson declared the Motion passed.

Motion. Mr. Anderson made a motion to seal the previous minutes of non-public. Mr. Caporale seconded the Motion. There was no additional discussion.

A Roll Call Vote was taken: Mr. Anderson – Yes; Mr. Caporale – Yes; and Mr. McNamara – Yes. Mr. Anderson declared the Motion passed.

Review of any business with the Assistant Superintendent and Superintendent.

The Chair asked Mr. Backman if they put their plates in. Mr. Backman stated they haven't because they are waiting for some gaskets which are backordered. The Chair asked if the plates will wear out. Mr. Backman stated he doesn't think so.

Motion. Mr. Anderson made a motion to adjourn. Mr. McNamara seconded the Motion. There was no additional discussion.

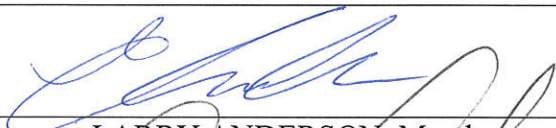
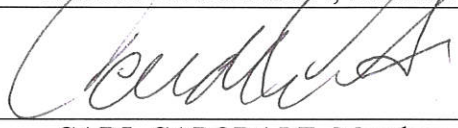
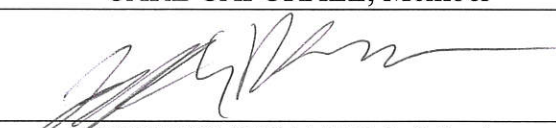
A Roll Call Vote was taken: Mr. Anderson – Yes; Mr. Caporale – Yes; and Mr. McNamara – Yes. Mr. Anderson declared the Motion passed.

Mr. Anderson declared the meeting adjourned at 5:48pm.

TOWN OF ALLENSTOWN
SEWER COMMISSION
PUBLIC MEETING MINUTES

August 16, 2016

Signature Page

Original Approval:	
 LARRY ANDERSON, Member	8-30-16 DATE
 CARL CAPORALE, Member	DATE
 JEFFREY MCNAMARA, Member	8-30-16 DATE

Amendment Approvals:		
Amendment Description:	Approval:	Date:
	LARRY ANDERSON, Member	DATE
	CARL CAPORALE, Member	DATE
	JEFFREY MCNAMARA, Member	DATE
	LARRY ANDERSON, Member	DATE
	CARL CAPORALE, Member	DATE