

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

DATE: September 13, 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 September 13, 2016 was called to order by Mr. Anderson at 4:00p.m.

Roll Call.

Present on the Board: Larry Anderson; Carl Caporale; and Jeff McNamara

Others Present

Residents of Allenstown:

Others Present: Mike Trainque, Hoyle & Tanner Associates; and Peter Boettcher

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

Allenstown Staff:

UNAPPROVED MINUTES

Motion. Mr. Caporale made a motion to approve the August 30, 2016 minutes. Mr. Anderson 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 session one for August 30, 2016. Mr. Anderson 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 session two for August 30, 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:

Meet with Michael Trainque

Mr. Trainque stated the original task order in 2015 was for \$20,000, that task order has already been amended for an additional \$20,000. Mr. Trainque has prepared an additional amendment for \$20,000. Mr. Trainque stated he anticipates one or two more days work on the case, and the amendment prepared for the Commission to review today should cover the rest of the cost, with the possibility of some money left over.

Motion. Mr. Caporale made a motion to add another \$20,000 as Amendment II. 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. Trainque asked if they have heard anything from John Jackman regarding the asset management for the wastewater facility. Mrs. Chomas stated she has not gotten any emails and will reach out to John Jackman tomorrow.

Mr. Trainque stated the property owner seems to be having some second thoughts on the easement. He stated he is going to speak with the property owner regarding his concerns.

Mr. Backman asked if the \$1.6 million on the pump station includes road reconstruction. Mr. Trainque stated yes it does; it includes the road and installation. Mr. Backman asked if it is going all the way up Library St. Mr. Trainque stated it is going all the way up to the point there they left off.

Mrs. Chomas asked how they are coming along and if the project will be two years down the line. Mr. Trainque stated it will need to be voted on at town meeting first. Mr. Backman stated the only thing they need to do at this point is they need to get bond council regardless if the bond passes or not. He stated if

they can accept the bond council then they can proceed. He stated the Select Board will authorize Mr. Mulholland to sign a letter of engagement but he will not sign it until the Commission is willing to pay for the bond council. He stated if it passes it will be around \$16,000 which will be included in the bond.

Mrs. Chomas asked what the bond council does. Mr. Backman explained they have to find buyers for bonds. He stated a bond is a note which will get paid at some point. There was further discussion of the cost of the project and of the bond council. The Sewer Commission agreed to pay the cost for the bond council.

Meet with Peter Boettcher

Mr. Boettcher stated the buildings are coming along. He stated there may be a couple of change orders but they aren't going to submit those until the buildings are operational. He stated there is a little issue with the new septic can which they are working on.

Mr. Boettcher stated they have some quotes for the new headworks screen and are waiting on one more. He stated he will have a packet for them in a couple of weeks. He stated they may not want to act on it until the end of October. He stated if they act on it then they should have blueprints by the end of November/beginning of December. He stated they don't want to put it in before the end of April.

Mr. Boettcher stated they had a power outage and lost a plc card in the press electrical panel. He stated he called Elemech to price out a backup device net card. He stated if the part goes out they are the presses will not run. He stated the price which he was told it was \$3,356; however, if he buys the card for \$2,052 then Elemech will program it, and send it back to them for a couple hundred dollars.

Mrs. Chomas stated the card they have now is good, and they want a backup just in case the device net card fails. Mr. Boettcher stated it would be in their best interest to have a spare card, and we should have a spare at the plant. He stated the entire press panel is rather old, and if they were to change it the cost would be significant. Mrs. Chomas asked if they need to upgrade the press panel in the future. Mr. Boettcher stated they may need to look at it later on, but not right now.

Motion. Mr. Caporale made a motion to purchase the device net card. 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.

The Chair asked when the new stainless steel can is going to be fixed. Mr. Boettcher is unsure at this time because they need to figure out exactly what they want done. Mrs. Chomas stated she thought the Sewer Department owned the old cans outright now. Mr. Backman stated they have another year on the contract.

The Chair stated his idea, for the stainless steel can, was once they get the blueprint the way it should be then they give Mr. Backman and Mr. Boettcher the authority to order one after January 1, 2017. Mr. Boettcher stated it will give him a little room for negotiations for the current can.

Mrs. Chomas asked if they need to pay for it now. Mr. Boettcher stated if they haven't asked for it he isn't giving it. He stated they should wait until the changes are done and then pay for it.

OLD BUSINESS:

Update on check scanner

Mr. Backman stated they received the check scanner so they can do the deposits here and not go to the bank. He stated it will be setup next Tuesday.

Update on accounting software conversion.

Mr. Backman stated he does not have an update.

NEW BUSINESS:

Waste Management contract extension.

Mr. Backman stated the contract for sludge disposal will expire soon. He stated they can extend the contract with the same agreement until 2022. He stated there wouldn't be a fuel charge and transportation of sludge would be free. He stated there will be a CPI increase each year of 1%-3%.

Motion. Mr. Caporale made a motion to extend Waste Management's contract until 2022. 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.

Uniform contract extension

Mr. Backman stated they have the contract for another two years. He stated he received a new contract with decreases in price if they extend it by one year.

Motion. Mr. McNamara made a motion to accept the Uniform contract for three years and to authorize the Superintendent sign the contract. 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.

Any new business as necessary

Mr. Backman stated the inspections are due on all the vehicles this month. He stated the Ford F250 will not pass because the bed is rotting off. He stated both the bed and rails need to be replaced. He stated he can have a flatbed installed which will cost \$2,600-2,800 to do so. Mrs. Chomas stated she was able to get it inspected by a local person but they couldn't put the sticker on because of the bed. She stated the plan is to put the sander on the truck.

Motion. Mr. Caporale made a motion to spend \$2,600 for the flatbed on the Ford F250. 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.

ADJOURN

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


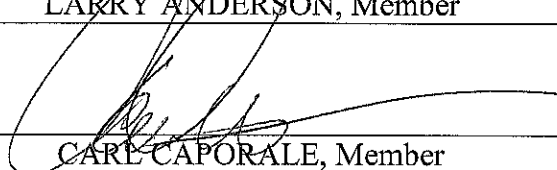

A Roll Call Vote was taken: Mr. Anderson – Yes; Mr. Caporale – Yes; and Mr. McNamara – Yes. Mr. Anderson declared the Motion passed.

Mr. Anderson declared the meeting adjourned at 4:50pm.

TOWN OF ALLENSTOWN
SEWER COMMISSION
PUBLIC MEETING MINUTES

August 30, 2016

Signature Page

Original Approval:	
 LARRY ANDERSON, Member	9-27-16 DATE
 CARL CAPORALE, Member	9-27-16 DATE
 JEFFREY MCNAMARA, Member	9-27-16 DATE

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