



Allenstown Sewer Commission

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TOWN OF ALLENSTOWN
Sewer Commission
35 Canal Street
Allenstown, NH 03275
November 19, 2019 Meeting

CALL TO ORDER

The Allenstown Sewer Commission meeting of November 19, 2019 was called to order by Chair Chad Pelissier at 4:00 p.m.

ROLL CALL

Present on the Board: Jim Rodger, Carl Caporale, Chad Pelissier

Others present: Jeff Backman, Superintendent; Roxanna Chomas, Assistant Superintendent; Mike Trainque, Hoyle Tanner & Associates

PLEDGE OF ALLEGIANCE

Chair Pelissier called for the Pledge of Allegiance.

APPOINTMENTS

- **Mike Trainque, Hoyle Tanner & Associates**

Mr. Trainque announced that agreement has been reached with the Lemires regarding an easement and they should be signing it tomorrow, as soon as the Town prepares the check. Mr. Trainque said he will amend the document to include the dollar amount, at the request of the Lemires. According to Ms. Somers, the attorney, an agreement has also been reached with Mr. Roberts as well.

Mr. Backman said that Mr. Roberts lives in Minnesota. He is having his signature notarized tomorrow, and will send the agreement back after that. His attorney, Matt Morse, has confirmed that Mr. Roberts has signed.

Mr. Trainque said that the preliminary appraisal has been done on the land needed to drive through roadways and parking lots to access the pump station. The amount is \$11,300, which is in addition to the \$11,500 for others on this property. He said he has resubmitted plans and specs to DES and they have emailed just three or four additional comments. One is a wage rate request, which I already have. They are asking for bidding and pre-bidding dates. Mr. Trainque said he would like to get the Granite View and Suncook Pond easements before setting dates. Ms. Somers is talking about an offer to both, with a required 30-day wait after that.

Mr. Backman said they could do both eminent domain procedures at the same time, if they become necessary. He said that Ms. Somers has prepared an amendment to Bill Dreiser's resolution dated December 18, 2019.

Mr. Caporale made a motion to amend the resolution dated December 18, 2018 and to authorize Jeff Backman, Superintendent of the Sewer Department, to take all necessary actions to file declarations of taking with the Board of Tax and Land Appeals, and to deposit necessary funds on behalf of the Allenstown Sewer Department with the Board of Tax and Land Appeals on behalf of the Allenstown Sewer Commission in connection with the Suncook Pond Pumping Station and Forced Main project. Mr. Rodger seconded the motion.

A roll call vote was taken.

Mr. Rodger: Aye

Mr. Caporale: Aye

Mr. Pelissier: Aye

Ms. Chomas suggested that, for future motions of this type, the Assistant Superintendent should be authorized as well, in case that person is called upon to fill in for the Superintendent.

Mr. Backman said that he will be taking the amendment to Town Hall to be filed with the Town Clerk.

Mr. Trainque said that he has been working on a rough bidding schedule for the DES bidding. He expects the bidding to take place in February.

Regarding the preliminary appraisal on the easement discussed earlier in the meeting, Mr. Trainque explained that the calculation is based on 25% of the value of the easement. Given the appraised value of \$960,000 for the entire 275,299 square-foot parcel, the amount is \$3.49 per square foot, and \$0.87 is 25% of that. The easement measures 12,990 square feet. When multiplied by \$0.87, the result is \$11,300. The appraiser can go as low as 10%, which would be \$4,550. The appraiser has to be able to defend her calculation.

Chair Pelissier noted that 25% is what the State uses.

Mr. Backman reminded the Board that they had an informal verbal agreement in 2015.

Chair Pelissier said that time is important, as is good faith. He said he favors going with 25%.

Mr. Caporale agreed with the Chair.

Mr. Rodger asked if this would affect their property taxes.

Mr. Caporale told him that it would not, since this is an easement, not a purchase.

Mr. Caporale made a motion to accept the amount of \$11,300 for the easement value. Mr. Rodger seconded the motion.

A roll call vote was taken.

Mr. Rodger: Aye

Mr. Caporale: Aye

Mr. Pelissier: Aye

Mr. Trainque said that he has prepared wording for the permanent access agreement, including verbiage stating that the easement stays with the property if ownership changes. It will be in the deed. He said the construction easement is for two years.

Mr. Caporale said that the agreement should say it is with the Allenstown Sewer Department, not the Town of Allenstown.

Mr. Caporale made a motion to approve the minutes of the October 8, 2019 meeting. Mr. Rodger seconded the motion.

A roll call vote was taken.

Mr. Rodger: Aye

Mr. Caporale: Aye

Mr. Pelissier: Aye

OLD BUSINESS

▪ Lodges at Pembroke Pines

Mr. Backman said Pembroke Pines is the development in Pembroke near the golf course. He said that he has drafted a letter of approval, accepting the accounting of 98,000 gallons granted by the DES. This means that Pembroke has 6,131 gallons left. Usage at Pembroke Pines is 19, 152 gallons per day.

Mr. Caporale made a motion to approve the letter drafted by Mr. Backman to be sent to the Pembroke Sewer Commission. Mr. Rodger seconded the motion.

A roll call vote was taken.

Mr. Rodger: Aye

Mr. Caporale: Aye

Mr. Pelissier: Aye

NEW BUSINESS

▪ Review sewer billing adjustment journal

Mr. Backman said that billing adjustments totaled \$1,660.89 for the month. The amount is high because of the quarterly deduct meter fee adjustments. He said that no motion is needed because this was approved through Write Signature.

- **Review hauler billing report**

Mr. Backman said that hauler billing totaled \$231, 195.59, which is six percent higher than the same month last year.

Mr. Caporale made a motion to approve the hauler billing report for October. Mr. Rodger seconded the motion.

A roll call vote was taken.

Mr. Rodger: Aye

Mr. Caporale: Aye

Mr. Pelissier: Aye

- **Other new business**

Mr. Backman referred to emails in the Commissioners' packets from Pembroke Water Works, informing them that two properties, 7 Al's Avenue and 61 River Road, doubled their consumption for the last quarter. They reported this to us because our billing is based on what they report to us. Mr. Backman said they can credit their accounts or leave the billing as it is.

Mr. Caporale said they usually do an abatement form, but they could just credit both accounts, per the letter from Pembroke Water Works.

Ms. Chomas said that Dan Chagnon passed his Grade 2 test and Kyle has completed his Grade 2 Collections training.

Mr. Backman added that Kyle is now taking a prep course for the Grade 2 test in December.

Ms. Chomas said that they plan to be closed on December 25th and January 1st.

Mr. Backman added that they will work half days on December 24th and December 31st.

Mr. Backman said that there will be about \$75,000 left in the expense budget this year. He will have a presentation on the replacement of sludge pumps soon. The existing pumps are from the 1990's. They were purchased secondhand from Manchester 12 years ago.

Ms. Chomas said they have been jar-testing new polymers.

Mr. Backman said he has decided not to go with dry ones. They will stick with what they have and make improvements.

Ms. Chomas said that all vehicles passed inspection.

Mr. Rodger made a motion to adjourn at 4:34 pm. Mr. Caporale seconded the motion.

A roll call vote was taken.

Mr. Rodger: Aye

Mr. Caporale: Aye

Mr. Pelissier: Aye

Document Approval
Allenstown Sewer Commission

Chad Pelissier, Chairperson _____

Carl Caporale, Commissioner _____

James Rodger, Commissioner _____

Document Reference #: C5RZSGIZM4CV4FP7GKYTVK

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State of New Hampshire
 Department of Public Safety
 Bureau of Motor Vehicle Services
 100 North Main Street
 Concord, NH 03301
 (603) 271-3000



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 FROM: JEFF BACKMAN
 SUBJECT: ASC MEETING 11.19.19

MEETING

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James Rodger, Alan Turcotte, Carl Caporale, Jeff Backman

James Rodger, Alan Turcotte, Carl Caporale, Jeff Backman

FROM:

Jeff Backman

DATE:

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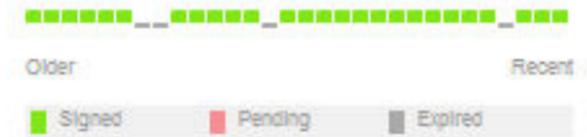
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