

**CANAAN/STEWARTSTOWN JOINT  
SEWER COMMISSIONERS MEETING**

**Minutes**

**July 29, 2019**

1. Open Meeting – The July 29, 2019 Canaan/Stewartstown Joint Sewer Commissioners meeting opened at 5:07 PM. Those present: Haven Haynes, Jr., Frank Sawicki, Jr., Gregory Noyes (Canaan Commissioners), Allen Coats, Dwayne Covill, James Gilbert (Stewartstown Commissioners), Noreen Labrecque, April Busfield, Brian Bissonnette, and Dexter Lafavour and Paul Howard(Tata and Howard).
2. Approve July 16, 2019 meeting minutes – Motion was made by Haven and seconded by Gregory to approve the July 16, 2019 Joint Commissioners meeting minutes. This was unanimously approved.
3. Additions/Deletions – no action
4. Discussion with Tata and Howard on ongoing projects
  - A. Grinder Project – Dexter Lafavour gave the boards an update on the Grinder/Muffin Monster project at the Plant. He stated that the pumps have been replaced and that portion is completed. There were issues with the design of the septage grinding portion. The original design had equipment inside the headworks building with a ramp for the hauler to drive up on in order to connect to the receiver. This design had the ramp at an 8% grade to accommodate the 4 ft. connection pipe outside of the building, which was discovered to be unsafe and blocked the sampling station and would have to include jersey barriers. He has been working with DL Hebert, Inc. as well as April and their onsite Project supervisor, Kevin McKinnon to come up with alternative designs. He presented the two options they collectively came up with.

Option 1 is the same grinder system configuration as the original design (all indoors), but substitutes a larger capacity rock trap. The larger trap has a lower height than the small trap included in the original design. This allows lowering the connection to the pumper by about two feet. Lowering the connection results in a more reasonable slope for the truck ramp (from 8% to 4%)

Option 2 moves the smaller rock trap outside. By moving it outside, the bottom of the rock trap can be installed lower than the slab in the headworks building and the connection to the pumper can be lowered by about two feet. The rock trap will be installed outdoors in an existing, heated fiberglass enclosure that has previously housed a wastewater sampler. A short length of exposed piping will be heat traced and insulated. The truck ramp can be shortened and made more gradual with this option.

After much discussion Allen Coats recommended that the board allow April to make this decision since she is the operator and expert on the subject.

April stated that she had just received the newest option that day and would like to review with Jonathan Bolen's and Brian Cochran before making a decision. She thought she would be able to have a decision by Friday so that this project can get underway.

Motion was made by Frank and seconded by Dwayne to allow April to decide on which option would be best for the facility once she has consulted with Bolen's and DL Hebert, Inc. The motion carried in the affirmative by all.

- B. Stewartstown pump stations: Dexter stated that he had just received approval to go out to bid by Heather Malone (NH USDA) and Jonathan Harries (District USDA) that day. They plan on advertising for bid on Wednesday, July 31<sup>st</sup>, 2019. USDA added soil borings to the plan so that will be a change order from the original engineering plan. The pre-bid meeting will be scheduled for August 15<sup>th</sup>, 2019 at 2:00PM at the Stewartstown Town Office. The bid opening will be scheduled for August 22<sup>nd</sup>, 2019 at 2:00PM at the Stewartstown Town Office.

The Stewartstown Selectboard expressed concern with the change of the Original Budget to the Revised Budget for the Pump Station Improvements. Also, Allen stated that this project should have gone out to bid back in February as originally thought. The concern included the fact that the original budget called for the Bid/CA Engineering services to be \$37,000 and the Resident engineering \$ 54,000. **The revised changed those two figures to, \$58,388 for Bid/CA Engineering services and \$35,600 for Resident engineering.** The board asked why the change and isn't it unusual to have the CA higher than the resident? Paul Howard answered that yes it is normally the other way around but with this project they didn't feel the resident needed to be onsite as originally anticipated. They figured 4 hours per day for 80 days was sufficient. Paul stated that Gary Leach had put in the figures for the original budget and revised them before he left. Allen was still concerned with the 30%+/- switch. Dwayne stated that the board would probably just have to go with it and trust the Engineering firm. Paul offered to go back and try to find out where the original numbers came from. Allen stated that he knew that Kevin McKinnon was the Resident Engineer but who is the CA Person? Dexter answered that he is the CA Person.

- 5. Other business – No action

- 6. Adjourn Meeting – Motion was made by Jim Gilbert and seconded by Greg Noyes to adjourn the meeting. The July 29, 2019 Canaan/Stewartstown Joint Commissioner's meeting was adjourned at 6:06PM