

Canaan/Stewartstown Quarterly Meeting

October 11, 2016

Minutes

1. **Open Meeting** – The October 12, 2016 Canaan/Stewartstown Quarterly meeting opened at 5:35 PM. Those present: Gregory Noyes, Haven Haynes, Jr., Noreen Labrecque (Canaan), Hasen Burns, James Gilbert (Stewartstown), April Busfield (Operator), Brian Bissonnette (Asst. Operator).
2. **Approve minutes** – July 12, 2016 – On a motion by Haven and seconded by Gregory the July 12th and July 19th meeting minutes were approved.
3. **Additions/Deletion** – (Deletion) Tata and Howard info.
4. **Budget Reports** – set date to work on budget (handouts) – Board set the date of December 14th, 2016 at 4:00PM to work on budgets.
5. **Tata and Howard** – info muffin monster (deleted)
6. **Review contracts with Bolens and Pittsburg (handouts)** - Board discussed and decided to leave the contracts as is for another year. The board would like a breakdown of the amount of septage being brought in broken down by town for the next meeting. April will get this ready for them. The boards will sign the contracts at the January 2017 meeting.
7. **Operator Report** – April reported that they are buttoning down for the winter. She purchased a new valve for the sludge sled which was recommended at the Open House. They will be pulling the Sludge Sled out of the lagoon in December. She stated that they have used the Fire Dept. tanker to clean out the pump stations and the Septage Receiver three times this summer and that works well. She suggested that the Sewer Dept. compensate the BFV Fire Dept. for this service. On a motion by Hasen and seconded by Haven the board approved compensation for the Fire Dept. for this service. April also suggested that a flushing hydrant be installed by the Septage Receiver site to use for cleaning it out. Her thought was to try this method before investing in the expensive “muffin monster” route. The board agreed to try this for a period of time.
Brian Bissonnette stated that he has a full time job offer with benefits which he is strongly considering. He would like to stay on part time mainly on weekends. April said that Shannon is willing to work during the week days but because of his day job it would have to be early mornings and evenings. April said that she is willing to try this through the winter as the work load tends to drop off during the winter months. The board agreed to this as a trial period and will re-visit it at their January meeting.

8. **Report on Inspection** – Gregory and Hasen completed the quarterly inspection. It was noted that the entry floor needs to be painted and a set of bookshelves are needed for the lab area. A plan to keep unauthorized persons out of the Treatment facility is needed as it has been reported that people are being let in to use the bathroom facility without the operator present. The insulation across the Hall Stream Bridge needs to be checked and secured before the cold weather gets here.
Hasen stated that it is very important that these quarterly inspections and meetings continue especially with future new board members. He stated that it is too easy to lose sight of the importance as time passes and it would be very unfortunate for our facility to let this happen.
9. **Other business** – no other business
10. **Adjourn meeting** – On a motion by Hasen the October 11, 2016 Canaan/Stewartstown Sewer Commissioner’s meeting was adjourned at 6:10 PM.