

**CANAAN/STEWARTSTOWN JOINT
SEWER COMMISSIONERS MEETING**

MINUTES

April 12, 2022

1. Open Meeting – The Canaan/Stewartstown Joint Sewer Commissioners meeting was opened by acting Chairman Haven Haynes, Jr. at 5:38 PM. Those present: Haven Haynes, Jr., Alfred Buckley, Mark Bullard (Canaan Board), Dwayne Covill, Allen Coats, James Gilbert (Stewartstown Board), Noreen Labrecque and later joined by April Busfield.
2. Approve January 11, 2022 – Motion was made by Dwayne and seconded by Al Buckley to open discussion on the approval. Dwayne noted a spelling error in the minutes (Under #4 Operator Report (b) should read “Headworks” and not “Headwords”. Under the Proposed Budget portion Allen Coats had a problem that the issue of Mark Bullard using the term “Shut up” and Allen taking offense to it should have been included in the minutes as requested by him. Noreen explained that she felt those kinds of issues have no place in minutes to a meeting so chose not to include in the minutes. This led to a discussion about Allen calling Haven (while he was at work) to set up a meeting between himself and Haven and Noreen to discuss the verbiage used by Mark and not getting any response from Haven about the requested meeting. Haven felt in his experience, with these kinds of situations (personal conflict), time and distance to reflect on the situation is a better solution.

Al Buckley then wanted to get the subject of the Assistant Operator and the requirement for this position clarified. Al Buckley made a motion to open discussion to accept Brian as the Assistant Operator for the Canaan/Stewartstown Treatment facility. This was seconded by Dwayne. Discussion began with the question of whether it is a state requirement to have a back-up operator. If it can be proven to Stewartstown that it is a requirement, then they will agree to discuss the salary and benefits for Brian. Allen stated that he did not believe that Stewartstown was ever included in the decision to bring Brian on as a full-time employee with benefits. The Canaan Board stated that since Brian is licensed for back-up operator it only makes sense that he gets compensated and treated with the same benefits. It was decided to get back together and discuss this subject once the proof is given to the Stewartstown Board that it is required by the State. Motion was made by Dwayne and seconded by Al Buckley to table a vote on this motion. Motion to table was carried in the affirmative.

3. Additions/Deletions – No action
4. Operator Report

At this time April joined the meeting

- a. Headworks maintenance - April reported the fine screen needs repairs and a shaft is bent. She has contacted Phil Laramée for this repair, and he will complete once he receives all the parts.
- b. Blower maintenance – April reported that this has been fixed.
- c. April stated that she has not been able to get any answers from the State regarding increasing the allowable septage received. The last State inspection was done remotely and so until we receive a new permit as a result of that inspection we will not know if we can increase our daily allowable amount.

Mark Bullard asked April if she knew if the State requires a second operator for the Treatment Facility. April replied yes and added that she has received word from the State that is the minimum requirement, but they would like to see up to four.

5. Report on Inspection –

Al Buckley gave a summary of the inspection that was completed by himself and Allen Coats. It was noted that painting needs to be done in the chlorine room and headworks ceiling. Door is on order for the Riverside Pump Station. The gas pipe at the Houle Pump Station needs paint.

6. Other business

1. Review and update agreement between Stewartstown and Canaan – Allen Coats created a Preliminary Agreement which he reviewed with the boards. All board members will review and make any changes they might have and bring to the next quarterly meeting.
2. Agreement of Quarterly charges – No action – will discuss at next meeting.

7. Adjourn Meeting – Motion was made by Al Buckley and seconded by Dwayne Covill to adjourn the April 12, 2022, Canaan/Stewartstown Joint Commissioner meeting. Acting Chairman Haven Haynes, Jr. adjourned the meeting at 6:45PM. The next quarterly meeting will be July 5, 2022.