

**Town of Hillsborough Water & Sewer Commission  
October 25, 2016 Meeting Minutes**

Meeting called to order 6:45 pm. Present were Commissioners Peter Mellen, Herm Wiegelman and Chris Sieg; and, Penny Griffin, Administrator.

Selectman Jim Bailey and John Segedy remained after the public hearing to attend the Commissioners regular meeting.

A discussion was held regarding turning the water off at Grimes Field so the lines can be winterized. Selectman Bailey stated that Blue Sky can winterize the pipes without having the water off as the irrigation lines can be turned off inside the garage. Whether or not to remove the meter and backflow was discussed. Selectman Bailey will meet with Paul Dutton to look at the options.

The Commissioners reviewed and authorized the October 13, 2016 meeting minutes, AP vouchers number 20 for water in the amount of \$6,306.94 and sewer in the amount of \$12,494.81; and time cards.

The Commissioners reviewed a request to change the number of sewer units being billed to 117 Henniker Street. Penny explained that Paul Dutton has visited the site to meet with the new owner and verified that there is no longer equipment or a space in the building for washing cars. This would constitute a change from 4 to 2 units of sewer for billing per Town Code § 181- 51 A. (5). Commissioner Wiegelman motioned to change the number of units being charged to 117 Henniker Street from 4 to 2 units for future billings due to the removal of car washing areas per Town Code § 181-51 A. (5). Commissioner Sieg seconded the motion. All voted in favor.

The Commissioners reviewed a status update email from Cole Melendy of Underwood Engineers.

Penny Griffin advised the Commissioners that Kathy Rodgers of RCAP Solutions has sent an email with questions regarding the water system upgrade. Ms. Rodgers is part of a group collecting information to help other small communities that are facing upgrades due to disinfection byproduct violations and would like to use Hillsborough as a focal point as we recently went through the process. The Commissioners asked Penny to forward her email to them again for them to review and discuss at the next meeting.

The Commissioners reviewed a proposed contract from New England Backflow Inc. to continue their backflow testing services, requested surveys and required reports. Commissioner Sieg stated that he would like to take time to review the contract and discuss it at the next meeting. All agreed.

Commissioner Mellen asked if the board was ready to make a motion regarding the proposed changes to the portion of the Town ordinance dealing with the restaurant billing. Commissioner Wiegelman motioned to adopt and implement the revised Town Code §181-51 A. (4) to read as:

Restaurants, taverns, bars, grills, lodges, stores, fraternal, charitable and religious organizations which maintain facilities for the preparation of food and/or beverages and/or the serving of food and/or beverages, in the event that said food and beverage facilities are in use five days per week or more, shall be charged one unit for each 15 seating spaces, or fraction thereof. Seats used seasonally, seasonally being defined as in use for no more than 7 months a year, shall be billed at one half the normal seat rate. (amended 10-25-2016)

Commissioner Sieg seconded the motion. All voted in favor.

The Commissioners reviewed an application for 5 West Main Street to reclassify the old Go Juice space back to a restaurant. Commissioner Sieg motioned to approve the usage change for the old Go Juice space at 5 West Main Street to a 27 seat restaurant with 2 units of sewer billing. Commissioner Wiegelman seconded the motion. All voted in favor.

Selectman Bailey stated that he would like to discuss with the Commissioners recent emails he has received concerning the Development Agreement that was signed with the Weatherstone Development. He stated that he is concerned about the reputation of the town whereas not all members of the board signed it. Commissioner Mellen clarified that the original Development Agreement was sent to the Commissioners from Weatherstone's attorney. The Commissioners reviewed it and made adjustments. Commissioner Sieg stated that during that review he did not agree with tying up a majority of the available sewer capacity without receiving any payment for it as he does not believe that it is in the best interest of the town to do so. He stated that he chose to abstain from voting on the amended agreement rather than voting against it because he is not against the development; he simply did not agree with the terms of the agreement. Selectman Bailey stated that now that he knows that Commissioner Sieg abstained from the vote on the amended agreement as well as the final vote to approve the agreement he does not believe there should be an issue and thanked the commissioners for clearing it up for him.

Commissioner Mellen stated that the commission received a request to have the signature page signed solely by the chairman on Tuesday, October 18 and, with our attorneys approval, Commissioner Chairman Mellen signed a new signature page on Thursday, October 20. Penny stated that Mr. Black came in on Friday, October 21, and signed the new signature page and received a copy.

Selectman Bailey stated that he didn't think the commission did anything wrong unless they had unanimously approved the amended agreement and then Sieg had abstained from approving and signing the final agreement, but whereas Sieg had abstained from both it was fine. Commissioner Sieg stated that he had listened to the Selectmen's meeting recording and knew there were questions and wanted to speak with Selectman Bailey to clarify it but did not as he has been chastised for contacting selectmen directly in the past and told that all communications must go through the Town office. Commissioner Sieg asked Selectman Bailey if he can contact him if he has something to discuss with him. Selectman Bailey confirmed that he can and welcomes it as this is the way he works as well.

John Segedy asked the Commissioners to consider changing the night of their meetings as they conflict with the Selectmen's meetings. The Commissioners stated that they have 2 meetings per month; the first meeting is on the second Thursday of the month and the second

is on the 4th Tuesday of the month. Penny Griffin explained that the reason the Commissioners have a Tuesday meeting is to allow time for them to meet with their water operators as they are a contracted company who also does work for other town's and must also attend their meetings which were in conflict with other dates. The Commissioners reiterated that anyone who wishes to attend their Thursday meetings is more than welcome.

Penny Griffin advised Selectman Bailey that she has been approached by Dana Brien regarding the town providing water to residents whose wells have run dry. Selectman Bailey stated he had heard about it but it has not yet been discussed with the whole board. Penny stated that she has spoken with Wade Pelham, of NHDES, regarding the subject and he suggested that the town could set up an area where residents can bring their jugs to be filled from a Town building but stated that they should not fill a tank to be withdrawn from and if an outside spigot is used to make sure the hose is a certified hose; drinking water safe. Penny stated that it would not be cost-effective for the water department to bill each resident when they come get water as the approximate rate per gallon is .009 and an example of a 24 gallon withdrawal being 22 cents. Selectman Bailey said he was unaware the Town wanted to bill residents. Penny stated that Ms. Brien had suggested it in their conversation. Ms. Brien had also suggested that residents could go to the water plant to get the water but Penny had explained that the water treatment plant is not a manned building and does not have a place to distribute water. Selectman Bailey stated that the Selectmen will have to discuss the topic to see what they want to do. The Commissioners stated that if there are questions or ideas they can help with to not hesitate to contact the office.

Commissioner Wiegelman motioned to adjourn the meeting. Commissioner Sieg seconded the motion. All voted in favor. Meeting adjourned 8:15 pm

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes Approved  
by: Date:

Peter Mellen, Chairman

Herm Wiegelman

Chris Sieg  
Water and Sewer Commissioners  
Town of Hillsborough