

## **Town of Hillsborough Water & Sewer Commission August 11, 2016 Meeting Minutes**

Meeting called to order 6 pm. Present were Commissioners Peter Mellen, Herm Wiegelman and Chris Sieg; Paul Dutton, WWTF Operator; and, Penny Griffin, Administrator.

The Commissioners discussed the idea of holding a public hearing to discuss the developer agreement that is currently in negotiations with Weatherstone Crossing developer Mike Black. Commissioner Mellen stated that before signing it he wants to advise Robyn Payson and Laura Buono of the details so they understand the impact of the agreement and possible future development. All agreed to continue conversation regarding this topic at their next meeting as negotiations are currently in process.

The Commissioners discussed the impact that property sump pumps and rain have on the capacity of the system. They agreed that the last few years have been dry which has affected the available capacity. Commissioner Sieg will look at the WWTF numbers after a rain event to note on his capacity report to try and teach people about this issue.

Paul Dutton advised the Commissioners that due to changes in the standard method for BOD testing, he can no longer do the tests in house and has arranged to have Eastern Analytical perform the tests.

Paul updated the Commissioners on the status of the hydrant flushing. He stated that there are only a few areas left to flush and he expects they will be completed by the end of August. Paul discussed areas of the hydrant flushing plan he has changed to help resolve low pressure at the school during flushing. Paul advised the Commissioners that there are a couple of valves that leak when they have been turned and he has been able to get them reseated and stopped leaking. He stated that the flushing has taken a bit longer than expected this time but they will be able to do a complete flushing of the system. He stated that the hydrant on Intervale Drive has been repaired.

Mr. Dutton stated that he and Bill Goss have spoken about the raising of the water gates on Henniker Street in preparation of his paving. When Bill gets his hot box he will provide a couple of his workers to assist Paul and Eric to raise the gates and pave around them so that when the pavers arrive they can just put on the final layer of pavement.

A discussion was held regarding the possibility of hiring our own water operator instead of contracting the service out. The Commissioners will look into all that would be required and continue the discussion at a future meeting.

Paul Dutton stated that he and Eric Edwards will be looking into obtaining water distribution licenses. The Commissioner agreed that would be a good idea.

Paul advised the Commissioners that he had been asked by Bill Goss to mark the water line at the Town library as they are having a fire escape installed on the library. Paul stated that the engineer for the project has to make adjustments to their plan as the current plan has the footings directly on the water line.

Paul stated that the plant is working well. He noted that he has seen more snapping turtles and ducks in the lagoons than normal.

The Commissioners reviewed and authorized the July 26 and 28, 2016 meeting minutes, AP vouchers number 15 for water in the amount of \$54,703.16 and sewer in the amount of \$15,141.48; 2016 3rd issue water billing warrant for Hillsborough in the amount of \$209,151.08, 2016 3rd issue water billing warrant for Deering in the amount of \$5,118.75, and, 2016 3rd issue sewer billing warrant in the amount of \$157,592.50; and, time cards.

Penny Griffin advised the Commissioners that there were 2 very high water usage bills in this cycle and they were the Grimes field and the high school field watering accounts. She stated that she has touched base with the account holders to advise them of the high usage and was told by both that they needed to water the fields due to the dry weather.

A discussion was held regarding coming up with a number for available sewer capacity. The Commissioners discussed that it is difficult to come up with as it is constantly changing due to the many factors such as the weather, empty Commercial and empty homes. Commissioner Sieg will continue to work on creating a table to address the question of what the available capacity is. He will include, to the best of his ability, the "unknowns" that can affect the calculations as stated above.

Commissioner Wiegelman motioned to adjourn the meeting. Commissioner Mellen seconded the motioned. All voted in favor. Meeting adjourned 9:30 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