

**Town of Hillsborough Water & Sewer Commission
December 29, 2022 Meeting Minutes**

Meeting called to order at 6:00 p.m. Present were Commissioners Peter Mellen and Dave Lewis.

1. A Change of Use for 206 Henniker St. was reviewed and approved. The change will transition from a bakery to a used auto dealership.
2. Chairman Mellen motioned to go into nonpublic session under RSA 91A:3II (a) personnel. Commissioner Lewis seconded the motion. Motion passed unanimously. Commissioner Mellen motioned to come out of nonpublic session at. Motion was seconded by Commissioner Lewis. Motion passed unanimously. Commissioner Mellen motioned to seal the minutes of the nonpublic session. Motion was seconded by Commissioner Lewis. All voted in favor.
3. Mr. Dana Clow visited to interview for the open Commissioner position, left vacant by the recent Chris Sieg resignation. Discussion included various water & sewer projects in progress and identified for the future.
 - a. After Mr. Clow left, the Commissioners decided to offer an appointment which would extend until the remaining 2-year duration for that seat becomes open for election in March 2023. Commissioner Peter Mellen presented the motion and Commissioner Lewis seconded the motion. Motion passed.
4. A Sewer Rate Study and System Development Charge (SDC) Recommendations Report was received by Underwood Engineers.
5. Replenishment of the filter sand at the water treatment plant was discussed. Commissioner Mellen will ask the Newport Water Dept. about their experience with this topic.
6. The Commissioners reviewed and authorized the following:
 - a. 2022 AP vouchers #24 water =\$125,326.74 and sewer = \$225,782.01;
 - b. 2022 AP vouchers #35 water = \$4,002.73 & sewer = \$8,175.49;
 - c. 12/8/2022 Meeting Minutes
 - d. Timecards

Commissioner Peter Mellen motioned to adjourn the meeting. Commissioner Dave Lewis seconded the motion. All voted in favor.

Meeting adjourned at 7:30 pm.

Sincerely,

Dave Lewis, Commissioner

Water and Sewer Commissioners Meeting Minutes
Approved by:

Date:

Peter Mellen, Chairman

Dave Lewis
Water and Sewer Commissioners