

Town of Hillsborough Water & Sewer Commission
May 9, 2019 Meeting Minutes

Meeting called to order 6:00 p.m. Present were Commissioners Peter Mellen, Chris Sieg, and Dave Lewis; and, Penny Griffin, Administrator.

Also in attendance was Cole Melendy of Underwood Engineers.

Cole Melendy advised the Commissioners that Michele Barden of the US Environmental Protection Agency contacted him to request more information regarding the chemical feed start-up pilot. Cole will relay all pertinent information to Michele Barden and answer any other questions she may have.

The group reviewed and discussed the proposed jar testing and chemical feed start-up workplan. Cole stated that the jar testing and chemical evaluation is scheduled for Thursday, May 16 at the wastewater plant and that NHDES representatives will also be attending. Mr. Melendy stated that once the jar testing is complete and the data is analyzed, Underwood Engineers will issue a letter to the Commissioners with their recommendations for chemical and their application rates to meet effluent thresholds outlined in the draft permit.

Cole Melendy also stated that he is scheduled to meet with Cody Boisvert, the water system operator, to begin the evaluation of the filtration sand at the water plant on Friday, May 17. Cole reviewed the prior Stantec records, and will review the plant record drawings of the various sand bed gradations or thicknesses. They will sample the sand down through the sand bed and have gradation tests performed on those samples so that future sand replacement costs can be better estimated..

7:00 p.m. Cole Melendy left the meeting.

The group reviewed a screen print design proof for t-shirts for the water and sewer staff. Commissioner Mellen will follow up with Premier Printing.

The Commissioners reviewed and authorized the April 23, 2019, meeting minutes; 2019 AP vouchers #9 for water and sewer; 2019 2nd issue billing warrants for Hillsborough water in the amount of \$152,568.83, Deering water in the amount of \$1,799.31 and sewer in the amount of \$208,788.14; and, time cards.

Commissioner Mellen motioned to temporarily adjourn the meeting at 4 Church Street location and reconvene the meeting in the building next door at 63 West Main Street for the purpose of looking at the proposed relocation office space for the Commission. Commissioner Sieg seconded the motion. All voted in favor.

7:45 p.m. The group moved the meeting to the 63 West Main Street location.

8:30 p.m. Commissioner Mellen motioned to adjourn the meeting. Commissioner Lewis seconded the motioned.

All voted in favor.

Meeting adjourned 8:30 pm

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes
Approved by:

Date:

Peter Mellen, Chairman

Chris Sieg

Dave Lewis
Water and Sewer Commissioners