

**Hillsborough NH Water and Sewer Commissioners
January 22, 2013 Meeting Minutes**

The meeting was called to order at 6:00 pm

Present: Commissioners Doug Parker, Herm Wiegelman and Peter Mellen;
and Penny Griffin, Administrator.

The Commissioners reviewed and approved AP vouchers, time cards and past meeting minutes.

Keith Gilbert, of Water Systems Operators, presented the Commissioners with monthly reports. A discussion was held regarding the pH levels of the water leaving the water plant. Keith advised the Commissioners that the service curb stop for 4 Boulder Road has been repaired. Commissioner Parker asked Keith if he had had a chance to inspect the vault on Bible Hill. Keith stated that he had not yet but will put it on his list of items to do. The process of sampling the sand in the water plant was discussed. Keith stated that the results would determine how much of the sand needs to be replaced. The Commissioners stated that the cost of the testing has been added to this year's budget. A discussion was held regarding postponement of the spring flushing. The Commissioners will continue discussions at a later meeting.

The Commissioners asked Penny to confirm the budget hearing dates with the Town Office and notify them of the date, time and location.

A discussion was held regarding public notification of the upcoming sewer rate increase. The Commissioners agreed that a public notice should be submitted for newspapers prior to the issuance of the bills.

The Commissioners discussed adding \$400 longevity pay to the existing budgets for employees that have been employed over 10 years with the Town of Hillsborough Water and Sewer Commission. Commissioner Wiegelman motioned to add Longevity Pay in the amount of \$400 to be paid as a lump sum on July 1st to each employee of the Town of Hillsborough Water and Sewer Commission who has been employed by them for ten (10) or more years. Commissioner Mellen seconded the motion. All voted in favor.

Commissioner Wiegelman motioned to adjourn the meeting. Commissioner Mellen seconded the motion. All voted in favor.

Meeting was adjourned at 7:10 pm.

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes
Approved by: Date:

Douglas Parker, Chairman

Herm Wiegelman

Peter Mellen
Water and Sewer Commissioners
Town of Hillsborough