

**Hillsborough NH Water and Sewer Commissioners
August 27, 2013 Meeting Minutes**

The meeting was called to order at 6:00 pm

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

The Commissioners reviewed and approved AP vouchers, past meeting minutes, Accounts receivable warrants; and time cards.

A discussion was held regarding the ongoing resolution of the sewer backup at 65 Blair Avenue. The property owners have made an appointment to meet with the Selectmen regarding this as they have been meeting with Laura Buono, Town Administrator. Laura had sent an email inquiring if the Commissioners have monies in their budget for amounts the property owners may be looking for above what the Commissioners property and liability insurance is offering as a settlement. The Commissioners agreed that they do not have funds budgeted for such issues as they pay for property and liability insurance to cover these issues. The Commissioners asked Penny if the home owners had requested to meet with the Commissioners at all. Penny stated that she had not heard from them, nor had she heard from the insurance company who has been working with the property owner to settle the issue.

Penny Griffin advised the Commissioners that while Blair Avenue sewer line was being cleaned this week the owner of 20 Blair Avenue had come in with pictures of their basement bathroom that had blow back in at. Penny advised that she and Paul Dutton spoke with the homeowner and suggested that they have a plumber look at the venting of the bathrooms as a non-properly vented toilet usually causes this type of issue. The property owner stated that he would do that. The property owner also inquired as to the existing Commissioners names and when they meet. Penny provided the information and told the home owner that she would put him on the agenda for the September 12 meeting for him to speak with the Commissioners. The Commissioners suggested that the building inspector be contacted to go inspect the property as well. Penny will contact the town office regarding the building inspector.

The Commissioners reviewed a letter from Stantec directing the release of the final \$5,000 of retainage for the WWTF project. The Commissioners authorized the request with the condition that Penny verifies with Paul Dutton that the issue these funds were held for is sufficiently resolved.

6:20 pm Dave Edson of Hoyle, Tanner Associates and Keith Gilbert of Water Systems Operators arrived at the meeting.

Dave Edson informed the Commissioners that he has been continually working with Atlantium on the design drawings. The design drawings were reviewed and discussed. Dave stated that it has been a little challenging as the space is tight but they have made things work. Commissioner Wiegelman asked if they were still on schedule. Dave confirmed that they are and that he intends to have the project out to bid next month.

7:30 pm Dave Edson left the meeting.

Keith Gilbert presented the Commissioners their monthly reports for review. Keith advised the Commissioners that he had recently been requested to help with the water line for 73 School Street as re-grading was being done for the new sidewalk. Keith stated that the water line was not very deep there but he was able to adjust and insulate it.

7:45 pm Keith Gilbert left the meeting.

Commissioner Mellen asked if the sewer line for 60 West Main Street had been dye tested yet. Penny stated that it has not as she is waiting to hear back from the property owner to schedule a time to gain access to the building.

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

Meeting was adjourned at 8:00 pm.

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes Approved by: Date:

Peter Mellen

Herm Wiegelman
Water and Sewer Commissioners
Town of Hillsborough