

## **Hillsborough NH Water and Sewer Commissioners September 12, 2013 Meeting Minutes**

The meeting was called to order at 6:00 pm

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

The Commissioners discussed a request from the Laura Buono, Town Administrator, to meet with the Selectmen. The Commissioners agreed that they would offer to have the Selectmen attend the commissioners next scheduled meeting, September 24, or to meet with the Selectmen at their meeting on October 8, 2013. Should the Selectmen agree to the October 8 meeting, the Commissioners asked Penny Griffin to properly notice the meeting.

Paul Dutton highly recommended to the Commissioners that they consider including a check valve installation to the sewer service line specification sheets for new construction to ensure no sewer can re-enter a home. The Commissioners agreed and stated they will look into the process of adding it to the existing specifications.

6:30 pm Paris Wells arrived at the meeting.

Paris Wells informed the Commissioners that the sewer service line for 5 West Main Street appears to need repair. A discussion was held regarding the connections of 5, 7 and 9 Hoyt Lane, 5 West Main Street and 8 School Street. Paris stated that ultimately he would like to connect 5 West Main Street to the sewer line in West Main Street but at this time, it is not the best option due to the expense as there are brick sidewalks and that West Main Street is a state road. Possible repair options were discussed. Mr. Wells stated that he understands that the service line repairs are his responsibility and asked the Commissioners if they would allow Paul Dutton to work with him to help locate the sewer service lines and plan the best repair options to be completed in the spring. The Commissioners agreed. Paris thanked the Commissioners for their time and help and left the meeting.

The Commissioners reviewed a bill from Stantec and decided to hold off payment until they can discuss it with Rene LaBranche.

Commissioner Wiegelman stated that he had attended an Economic Development Committee meeting. He stated that he requested that the Economic Development Committee include the water and sewer commission and they agreed. They are supposed to invite the commission to the next meeting.

The Commissioners reviewed the proposal from Ted Berry Company for sewer main repairs. The proposal includes a section of the sewer lines within Maple Leaf Village that needs repair. Ted Berry Company stated that they can do the repair but would like the Commissioners to handle the billing of the customer as the lines are Maple Leafs responsibility to repair. The Commissioners approved the section of repairs that pertain to the town's sewer mains and asked Penny Griffin to contact Maple Leaf regarding the repairs needed to their lines. The Commissioners stated that Maple Leaf is more than welcome to have the repairs done by the company of their choice and would like to receive a plan of action by the next meeting. Penny will contact Maple Leaf to discuss it with them.

Paul Dutton advised the Commissioners that the manhole on School Street that was recently repaired has a small amount of infiltration and stated that Eastern Pipe Service will be back to seal it.

A discussion was held regarding manholes to be installed to replace existing peeps on Wyman Street, Pearl Street, Jackson Street and Depot Street. Paul will be meeting with the contractor this week.

Paul Dutton stated that during this year's sewer main cleaning and inspections, it is observed that the sewer main in Henniker Street, from Holman Street to the center of town is in very bad shape and the Ted Berry Company has suggested that it needs to be dug up and replaced. Commissioner Mellen asked Paul Dutton which area is worse, Henniker Street or Bridge Street. Paul stated that he will speak with the Ted Berry Company and have them submit a report with their evaluation.

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

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

Meeting was adjourned at 8:30 pm.

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes Approved by: Date:

Douglas Parker, Chairman

Peter Mellen

Herm Wiegelman  
Water and Sewer Commissioners  
Town of Hillsborough