

**Hillsborough NH Water and Sewer Commissioners**  
**March 8, 2012 Meeting Minutes**

The meeting was called to order at 6:00 pm

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

Commissioner Parker called the meeting to order at 6:00 pm.

An email and inspection report from Kirsten Anderer of USEPA regarding the Bible Hill ARRA project was reviewed and discussed. The Commissioners asked Penny Griffin to email the engineer on the project, Chris Silke of Wright-Pierce, regarding the issue.

The Commissioners reviewed a pay request from Weston and Sampson for the WWTF project. The Commissioners authorized the request to be forwarded to the Selectmen for a check to be issued but to have the check sent to the Water & Sewer Commissioners office to be held until the Commissioners are satisfied with the status of the project.

A proposal from RH White to re-install the fine screen, when it gets back from repair, was reviewed. The Commissioners approved the proposal. Penny will forward it on to Paul Dutton to schedule.

Rene LaBranche advised the Commission that the flushing line has been installed on the new chemical feed and the system is ready to start pumping chemical. He requested to wait until Paul Dutton returns from vacation on Monday, March 19, 2012, to do so. The Commissioners agreed. Rene stated that he is continually updating the O & M Manual with the information he is collecting.

Commissioner Parker told Rene that there had been a discussion between the Commissioners and Paul Dutton regarding the hour counter on one of the newly installed blowers and inquired if it could be reset. Rene said he thought it could be but would confirm with the supplier of the blowers, HSI.

Commissioner Parker asked Rene if he has received the letter from EDI yet on their opinion of the newly installed aeration. Rene said he has not yet but will check with them tomorrow on the status of it.

A discussion was held on the proposed revised sewer ordinance. Rene stated that he had looked over the response from George Carlson of EPA and began work on it but he has some questions. The Commissioners agreed to have Rene contact Mr. Carlson for clarification.

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

Commissioner Wiegelman motioned to adjourn the meeting. Commissioner Mellen 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:

Douglas Parker, Chairman

Peter Mellen

Herm Wiegelman  
Water and Sewer Commissioners  
Town of Hillsborough