

Hillsborough NH Water and Sewer Commissioners
March 27, 2012 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; Keith Gilbert-Water Systems Operators, Dave Edson-Hoyle, Tanner & Associates; and Penny Griffin, Administrator.

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

Commissioner Parker asked Paul Dutton for an update on the status of the new chemical feed system at the waste water treatment facility. Paul Dutton stated that he has not heard from the engineers; and, is currently working with the company that provides the chemical to try and resolve the issues. He stated that the lines are plugging before it reaches the pump. He explained that if you run the feed at 6 gallons per minute the lines don't plug; however, that is 6 times the recommended amount.

Paul advised the commission that the aeration lines that were supposed to be replaced as a hole wore through them were not replaced but rather they were cut and clamped back together.

Paul presented a proposal from Ted Berry Company to incorporate the newly created database into maps. The Commission agreed that it would be good to have a representative attend a future meeting to discuss the proposal. Penny Griffin will contact to schedule.

A discussion was had regarding the upcoming seasons plans for systems maintenance and repair. All agreed that the project will focus on repairs and not cleaning as a majority of the system has been cleaned and tv'd and there are areas that would be beneficial to have repaired. Paul stated that Ted Berry Company intends on having their annual recommendations of repairs in order of importance. All agreed to continue the discussion after they have had the opportunity to review the report.

Paul informed the commission that the repaired fine screen had arrived and been installed by RH White but not started as not all the parts were sent. Paul stated he has been acquiring what is needed. He stated that he and Mike should be able to put it together once he has everything they need. Paul said he has not heard from the representative regarding installation inspection. RH White had to reconfigure installation as the basket was different. The Commissioners agreed to have Paul and Mike put the rest of it together and to get confirmation of representative inspection of installation and here for start up.

Commissioner Wiegelman asked Paul if the chemical feed issue is a contractor issue or and engineering issue? Paul stated that it has been built as designed so, in his opinion, engineering.

Paul Dutton left the meeting at 6:40pm

Dave Edson, of Hoyle, Tanner & Associates, presented the results of the chlorination testing and stated that they are better than expected. Commissioner Wiegelman asked if the UV process is necessary. Dave stated that may be a possibility and will take that into consideration on the remaining pilot testing data to report back to the Commission. Commissioner Wiegelman asked when public education of chloramines should begin. Dave stated they could begin on that as soon as the special Town meeting has been held and they have the authority to move forward. Dave presented the Commissioners with copies of a design contract for their review.

The Commissioners stated they will review and forward it to counsel for review as well.

Dave Edson left the meeting 7pm

Keith Gilbert presented the monthly water reports to the Commissioners and a copy of the 2012 Consumer Confidence Report.

A discussion was held regarding the upcoming Dollar General project at 5 Municipal Drive. The Commissioners asked Penny to check with code enforcer, Kelly Dearborn-Luce, to see if they are required to have a sprinkler system. If they are required to they will need to come back before the board to discuss as that would require a new line tap.

The current wait list for sewer increase requests was reviewed. The Commissioners asked Penny to send out letters to the inquiries to see if they are still interested and have them submit applications if they are.

The Commissioners asked Penny to send a certified copy of the last letter approved to be sent to the Butler Court project to ensure delivery.

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

Meeting was adjourned at 7:30 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