

**Hillsborough NH Water and Sewer Commissioners  
September 25, 2012 Meeting Minutes**

The meeting was called to order at 6:00 pm

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

The Commissioners discussed the ongoing issues with the new chemical feed system at the waste water treatment plant. Paul informed the Commissioners that the chemical is still not pumping to the lagoons. Paul also informed the Commissioners that Rene LaBranche had ordered more magnesium hydroxide for the system but he over ordered and about 540 gallons had to be returned to the supplier. He stated that a bill will be issued for this overage and return from the supplier. Commissioner Wiegelman asked why Rene ordered that much. Paul stated that he did not know Rene's reasoning. Commissioner Parker asked Commissioner Wiegelman if he had ever made the call to speak with someone above Rene at Stantec to get these issues resolved. Commissioner Wiegelman stated that he had not and agreed that maybe it is time as this system was supposed to be up and running before last town meeting and it is still not operating properly. Commissioner Parker asked Paul if he could check with the chemical supplier for any ideas they may have to get the system to run properly. Paul stated that he would check with them. Commissioner Parker stated that maybe it is time to have another engineering firm perform a peer review of the project. The Commissioners agreed to have Commissioner Parker contact Stantec to speak with a senior partner regarding the issues.

6:30 pm Tom Cravens of New England Backflow entered the meeting. Tom stated that he was there to go over the proposal from New England Backflow to manage the state required backflow program and reporting. He reviewed the services, process and costs. Commissioner Parker asked Tom if they would have enough time to complete the required work to complete the report due to NHDES in April. Tom stated that they would. He advised the Commissioners that they would need to decide if they want to bill the customers or have New England Backflow bill them directly. The Commissioners thanks Tom for attending the meeting to review the proposal and answer questions. The Commissioners will review the proposal and get back to them with their decision.

7:00 pm Dave Edson of Hoyle, Tanner & Associates and Keith Gilbert of Water Systems Operators entered the meeting. Tom Cravens left the meeting.

Dave Edson stated that he did not have a lot to report at this meeting. He is still waiting to hear from UV system vendors regarding proposed systems for the project. Dave said that he would have more at the October meeting as a draft design will need to be submitted to NHDES by the end of October for review. Dave advised the Commissioners of an upcoming class on Chloramines to be held on October 2 that should provide information they may find helpful. Commissioner Parker asked when public education of chloramines should begin. Dave stated that they should begin public education early next summer. 7:30 pm Dave Edson left the meeting.

Keith Gilbert presented the monthly water reports to the Commissioners. A discussion was held regarding the raw water testing results. Keith stated that the tests have proved to be helpful. A discussion was held regarding reordering parts for stock. The Commissioners agreed to have Keith order 2 hydrants for stock at this time. 7:55 pm Keith left the meeting.

The Commissioners discussed the cross connection program that was approved in October 2011. NHDES has approved the cross connection program as well. Commissioner Wiegelman motioned to adopt and submit the approved cross connection to the Town Ordinance. Commissioner Mellen seconded the motion. All voted in favor.

Quotes from LJM Construction were reviewed. The Commissioners asked Paul if any other quotes were received to install the culvert on Jefferson Drive for easement access. He stated that he had requested quotes from 2 other vendors and one stated they were not interested and he had not received anything from the second one. Commissioner Parker motioned to accept the quote from LJM Construction to install the culvert on Jefferson drive as quoted. Commissioner Mellen seconded the motion. All voted in favor.

The quote to complete work at 41 School Street where equipment was parked during the sewer line pipe burst project was discussed. Commissioner Mellen stated that he would like to take the quote to the homeowner to discuss and report back at the next meeting. All Commissioners agreed.

A discussion was held regarding Bentonite as a possible resolution to the issue of the newly installed manhole on School Street. Commissioner Parker and Paul Dutton will investigate further to see if it may be a viable option and continue the discussion at a later meeting.

The Commissioners reviewed a change of use application for 36 Preston Street to build an apartment. Commissioner Wiegelman motioned to approve the change of use application. Commissioner Parker seconded the motion. All voted in favor. Penny Griffin will forward the approved application to NHDES along with their application and fee.

The Commissioners resumed discussion of the proposal from New England Backflow. Commissioner Wiegelman motioned to enter into contract with New England Backflow per their proposal to manage the town's backflow program and to have New England Backflow bill the customers directly for testing. Commissioner Parker seconded the motion. All voted in favor.

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 8:35 pm.

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes

Approved by: Date:

Doug Parker, Chairman

Herm Wiegelman

Peter Mellen

Water and Sewer Commissioners

Town of Hillsborough