

Hillsborough NH Water and Sewer Commissioners
November 8, 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.

Matt Timberlake and Dave Beauchamp of the Ted Berry Company presented the Commissioners with draft copies of the new sewer system maps that they have been working on. The maps were briefly reviewed. Matt stated that the next step for the maps is for them to be reviewed by the Commission and make any corrections that need to be made. The potential for the map system was discussed; they explained that phase 2 would tie the maps to the data base of cleaning and inspecting history. The Commissioners asked Paul Dutton to review the maps; he agreed. Matt stated that once the review is complete, send any corrections to them and they will make the adjustments. The Phase 2 proposal was discussed. Matt and Dave confirmed that the proposal previously submitted for phase 2 is still good. The Commissioners will review when reviewing budgets. Matt and Dave left the meeting.

Commissioner Parker asked Paul Dutton for an update on the chemical system at the WWTF. Paul stated that the system pumped correctly for 1 day. He advised the Commissioners that Rene LaBranche changed the tubing yesterday and it pumped correctly today. Paul stated that he is concerned that the chemical has turned the lagoon a milky color and will continue to try to figure that issue out. He also stated that the pH level is inconsistent, but within limits, and he is working on getting things dialed in.

Paul advised the Commissioners that the screw pumps are set to be delivered the last week of November. A discussion was held regarding the disposal of the old screw pumps. The Commissioners asked Paul to ask if the delivery truck of the new one's would be willing to take the old ones to the scrap yard. Paul will check.

Paul stated that representatives of Weston & Sampson had been at the plant to look at the garage overhead door that does not work on the new building. Paul was told that they do not know why it is not working and they will be contacting Overhead Door Company regarding it.

Paul informed the Commissioners that the 2nd pump in the new chemical feed system does not work. Weston & Sampson representatives have stated that after they worked on it Rene LaBranche had rewiring done and suggest that the issue be brought up with him.

Paul stated that he has tried to contact UTS Company regarding the repair of the manhole on School Street but has not heard back from them.

Commissioner Mellen asked Penny Griffin if a bill has been received yet for the driveway repair at 41 School Street. She stated that she has not. Commissioner Mellen stated that the property owner has agreed to split the cost with the Commission. Penny will advise the Commission when the invoiced is received.

The Commissioners asked Paul to make a list of items needed to include in next years budget for review. Paul agreed.

A discussion was held regarding the cleaning and inspecting of sewer lines next year. No decisions were made and they will continue the discussion at future meetings.

Paul advised the Commissioners that the high school's grease trap has been inspected and is in compliance. He does have a question on the dishwasher being hooked to it and will speak with Ray Gordon of NHDES regarding it. Paul also stated that the school maintenance department has found copies of the plans and has found that the water line feeding the ball fields is directly off the main. Penny will forward this information to New England Backflow. She will also request a copy of the drawings from the school.

A discussion was held regarding the upcoming back flow testing. Commissioner Parker advised that he had been approached by a customer regarding the issue and is concerned with the thirty (30) day limit to resolve issues if they are found. All agreed that some situations may need to be reviewed. The Commissioners discussed the regulations. The Commissioners will continue this discussion at the November 27th meeting while Keith Gilbert of Water Systems Operators is in attendance.

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 8:45 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