

**Hillsborough NH Water and Sewer Commissioners
November 12, 2015 Meeting Minutes**

The meeting was called to order at 6:00 pm.

Present: Commissioners Peter Mellen, Herm Wiegelman and Chris Sieg; and, Penny Griffin, Administrator.

Commissioner Wiegelman made a motion to enter a non-public session under RSA 91-A:3 II b: (b) The hiring of any person as a public employee. Commissioner Sieg seconded the motion. All agreed. 6:00 p.m. The Board entered a non-public session.

6:15 pm Commissioner Wiegelman motioned to exit non-public session. Commissioner Sieg seconded the motion. All voted all in favor.

Commissioner Wiegelman motioned to seal the minutes of the meeting. Commissioner Sieg seconded the motion. All voted all in favor.

6:20 pm Joe Damour of WSO+ arrived at the meeting.

The Commissioners reviewed a new service connection application and plans for water service at 15 Intervale Drive. A discussion was held regarding tapping the water line for service. Joe stated that he would like to complete the tap next week. Joe asked if the customer can use plastic pipe for their service line instead of copper; he stated if it is allowed that it should have a tracer wire attached to it so it can be located in the future. Commissioner Wiegelman motioned to approve the application and plans as submitted and allow the use of plastic pipe with a tracer wire for the service line. Commissioner Sieg seconded the motion. All voted in favor.

Penny Griffin advised the Commissioners that Phyllis Posey of Atlantium has requested time on an upcoming agenda to discuss her proposed service agreement for the UV system at the water plant. All agreed that Joe Damour should be in attendance as he is the operator of the water plant. The Commissioners agreed to ask Phyllis to attend the December 10th meeting when all members of the board will be present.

6:45 pm Joe Damour left the meeting. Terry Austin and Butch Davis arrived at the meeting.

Ms. Austin and Mr. Davis approached the Commissioners to discuss the future plans of the water and sewer systems and the possibility of expanding the existing service area. Commissioner Mellen gave a history of the systems and their current capacity. A discussion was held regarding the current status of the sewer system permit and capacity and what it would take to expand the system. Mr. Davis and Ms. Austin thanked the Commissioners for taking the time to discuss the topic with them. They left the meeting at 7:15 pm.

The Commissioners reviewed an application for a change in the number of units of sewer allowed at 11 Newman Street. Commissioner Wiegelman motioned to approve the application, as submitted, to add a third apartment to the existing buildings which are currently approved for 2 units. Commissioner Sieg seconded the motion. All voted in favor.

A Change of Occupancy application for 6 Intervale Drive was reviewed. The business is changing to a florist. A backflow survey was completed already and no backflow is needed.

Commissioner Sieg motioned to approve the change of occupancy application as submitted. Commissioner Wiegelman seconded the motion. All voted in favor.

A notice from Mr. & Mrs. Wells was reviewed stating that the restaurant Go Juice is now closed and they are requesting that the number of sewer units for that space be reduced from 3 to 1. Commissioner Sieg motioned to approve their request to reduce the number of units charged for that space be changed from 3 to 1, noting that should another restaurant want to go into that space a new application would need to be submitted for the increase. Commissioner Wiegelman seconded the motion. All voted in favor.

The Commissioners reviewed and authorized past meeting minutes, AP vouchers, 2015 4th quarter billing warrants, and time cards.

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

Meeting adjourned at 8:15 pm.

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes
Approved by: Date:

Peter Mellen, Chairman

Herman Wiegelman

Christopher Sieg
Water and Sewer Commissioners
Town of Hillsborough