

Town of Hillsborough Water & Sewer Commission
October 10, 2019 Meeting Minutes

Meeting called to order 6:00 p.m. Present were Commissioners Peter Mellen, Chris Sieg, and Dave Lewis; and, Penny Griffin, Administrator.

Also in attendance were Selectman Jon Daley, and business owner, Alan Dobrowolski.

Mr. Dobrowolski stated he was there to discuss his previous request to reduce the number of sewer units being charged to his business at 3 Henniker Street. He stated that he had not received a response from the Commission. The Commission provided Mr. Dobrowolski with a copy of the letter sent to him on September 23 denying his request as there are two (2) businesses listed for the property. Mr. Dobrowolski stated that he has one (1) company with a dba offering two (2) services; Volvo parts, display and memorabilia, and mailbox service. A discussion was held regarding the relation of the businesses, how each business is located within the building, and the sewer billing regulations. Mr. Dobrowolski reiterated that he feels the Commission is being unfair and non-supportive of small business. The Commissioners stated that if a regulation is incorrect, they want to fix it and, gave the example of the recent restructure of the restaurant billing code. Further review of the ordinance confirmed that the Commission cannot grant waivers as Mr. Dobrowolski stated he thought they could. Commissioner Mellen, in the interest of supporting small business, motioned to view 240 Revival as a one (1) business operation and categorize future billing of one (1) sewer unit under Code of The Town of Hillsborough § 181-51 (10) which reads:

“Commercial establishments, including but not limited to retail stores, wholesale distributors, business operations, barber- and beauty shops, banks, post offices, funeral homes, professional and business enterprises not heretofore or hereinafter described, shall be charged at the rate of one unit for each ten (10) employees or fraction thereof.”

Commissioner Lewis seconded the motion. Motion passed with a 2-1 vote with Commissioners Mellen and Lewis for and Commissioner Sieg opposed.

Penny Griffin advised the Commissioners that the leaking valve at Church and Pleasant Street intersection was repaired this week. The updated tie measures were reviewed. Commissioner Mellen suggested that valve information, such as which direction to turn for open, be added to the tie measures. Commissioner Lewis suggested retaining the product sheets for the valves as well.

Penny also reported that Ted Berry Company has been performing annual sewer main cleaning and inspections this past week. She stated that Whittemore Street has been found to be in bad condition. Paul Dutton will report Ted Berry Companies findings in more detail at the November 14 meeting.

The Commissioners reviewed and authorized the September 24, 2019, meeting minutes; 2019 AP vouchers #19 for water and sewer; and, timecards.

Commissioner Sieg stated that he had reviewed the draft job description as edited by Paul Dutton and Cody Boisvert and thinks it looks good.

Selectman Daley reported that he had the opportunity to speak with John Bramley at the high school regarding possible recent graduates that may be interested in the position. He stated that Mr. Bramley had a couple people in mind and would send them to the Water and Sewer office for more information if they are interested.

The group resumed their review the current sewer billing regulations. A list of businesses

served by the sewer system and the current number of units of sewer being charged to each using the current regulations was reviewed. It was agreed that the next step would be to take the same list and use the unit design flows listed in Table 1008-1 of New Hampshire Code of Administrative Rules chapter Env-Wq 1000 which is used to determine the appropriate size of the septic system components, such as the septic tank, pipe, and bed, the daily flow volume of sewage in gallons per day. As they began the process it was noticed that it would take significant meeting time, so the group divided the list amongst them to be completed as homework to be reviewed at a future meeting.

Commissioner Mellen motioned to adjourn the meeting. Commissioner Lewis seconded the motioned.

All voted in favor.

Meeting adjourned 9:00 pm

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes
Approved by:

Date:

Peter Mellen, Chairman

Chris Sieg

Dave Lewis
Water and Sewer Commissioners