

## **Town of Hillsborough Water & Sewer Commission September 22, 2020 Meeting Minutes**

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

The group discussed the process for Emerald Lake trucking from our system. Cody advised the Commissioners that the current schedule is every Monday and Thursday until further notice. He noted that this schedule can make it challenging to complete other work he'd like to get done within our own system as it is an all-day process that removes one employee for the entire day as they monitor the distribution site. The group will review other alternatives for monitoring the site beginning next year.

Cody Boisvert also noted that completing the second round of water main flushing may not be possible as he believes the combination of water trucking and flushing mains would be too much for the system to handle and cannot be done at the same time. He stated that he plans to do what he can before freezing temperatures which will require the flushing to end.

Cody Boisvert reported that he completed recent inspection of Loon Pond via boat. During the inspection he notice a few items of concern:

- A paddle board tied to a dock for 333 East Washington Road property;
- A few old docks that he was unable to determine if they were made from pressure treated wood or not; and
- A severely deteriorated gazebo and dock that appears to be falling into the water at 164 County Road.

The group discussed how to move forward in addressing these types of issues that are violations of the Loon Pond ordinance. All agreed to more frequent inspections to document issues found to be addressed with the individual property owners.

Cody Boisvert also reported that he walked the water easement from Jones Road to Loon Pond. He found no items of concern there.

A discussion was held regarding water line installation specs; particularly the use of ductile iron, PVC and HDPE pipe. It was agreed that the water specs need to be reviewed and updated. Both Commissioner Lewis and Cody Boisvert will review the current specifications.

A quote to paint the trim at the water plant was reviewed. All agreed to postpone the project until next spring.

7:30 pm Cody Boisvert left the meeting.

Penny Griffin advised the Commissioners that she will be opening the water and sewer office for public access with precautions in place on October 1 to be in line with the Town office re-opening.

The group discussed a potential asset management project for wastewater. Penny Griffin will request a proposal from Underwood Engineers for a wastewater system asset management plan to include the syphon, pump stations and wastewater treatment plant.

The Commissioners reviewed and authorized the following:

- September 10, 2020 meeting minutes
- 2020 AP vouchers #18
  - o Water \$1,714.97
  - o Sewer \$11,938.76
- Timecards

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

All voted in favor.

Meeting adjourned 8:00 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