

**Town of Hillsborough Water & Sewer Commission
October 24, 2017 Meeting Minutes**

Meeting called to order 6:00pm. Present were Commissioners Peter Mellen, Herm Wiegelman and Chris Sieg; and, Penny Griffin, Administrator.

Commissioner Mellen reported to the board that he had attended the CIP meeting on October 17 and presented the list that the Commission created at the last meeting. Commissioner Mellen stated that he brought up the future expansion of the water and sewer systems and was told by Laura Buono that the group had already discussed the topic for their report. He stated that it was very brief and was done with the meeting in 5 minutes.

Commissioner Sieg advised the group that during the mowing of the easements it was found that a portion of the Jefferson Drive cross country easement cannot be mowed due to ponding of water over the easement which appears to have been caused by beaver dams. Commissioner Sieg stated that he had gone to the area with Paul Dutton to review the situation. The group reviewed plans pertaining to the easement in question. Possible ways to resolve the issue were discussed. Commissioner Mellen will inspect the area next week and the group can continue discussions on how best to resolve the situation at the next meeting.

A discussion was held regarding next year's mowing bid request. All agreed that next year it should be an easement clearing bid request as there needs to be some brush clearing and tree trimming as well as mowing.

The Commissioners reviewed and authorized the October 12, 2017, meeting minutes; 2017 AP vouchers #20 for water in the amount of \$3,299.60 and for sewer in the amount of \$12,666.99; and, time cards.

A discussion was held regarding the work to be done at Butler Park to connect the irrigation system, fountain and bubbler water service to the old fire station museum water service and install a backflow to bring the systems into ordinance compliance. Commissioner Mellen will meet with Selectman Bailey to review the relocation site of the bubbler. Penny Griffin will coordinate the backflow survey and installation with New England Backflow.

The Commissioners discussed staffing of the water department and the logistics of hiring our own operator. The Commissioners will continue looking into this for the 2018 budget.

Commissioner Sieg suggested the Commission move forward with having a public hearing and implementing the proposed accessibility fees. Commissioner Mellen stated that revisions of all documents that would be affected by the implementation of the proposed accessibility fee still need to be reviewed by Attorney Michael prior to advertising the public hearing. The Commissioners will continue discussion on setting a date for the public hearing at the next meeting.

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

Meeting adjourned 7:35pm

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes
Approved by:

Date:

Peter Mellen, Chairman

Herm Wiegelman

Chris Sieg
Water and Sewer Commissioners