

**Hillsborough NH Water and Sewer Commissioners
October 8, 2015 Meeting Minutes**

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

Present: Commissioners Peter Mellen, Herm Wiegelman and Chris Sieg; Joe Damour of Water Systems Operators and, Penny Griffin, Administrator.

Joe Damour advised the Commissioners that the water plant is running well. He stated that Moonlight Electric will be on site next week in regards to the cleanup of the installation of the flow meter for the UV system.

Joe told the Commissioners that there is a leak on West Main Street across from Wyman's and it is scheduled for repair on Tuesday. He also informed the Commissioners that he will not be able to complete the replacement of the School Street valve or the blow off installation on Boulder Road as he had previously planned for this year. He stated that he does intend on completing the installation of the meter and back flow for Butler Park.

A discussion was held regarding the number of gallons of water processed at the plant versus the number of gallons billed. A discussion was held regarding system leaks and how to go about locating them. Joe stated that he suspects there may be several small leaks and those are tougher to locate. He stated they are continuously looking for them to repair and will continue to do so.

Commissioner Wiegelman asked about the status of Water Systems Operators Company reorganization. Joe stated that it has already begun and it should not affect its Hillsborough's operations.

7:30 pm Joe Damour left the meeting.

A discussion was held regarding the upcoming final paving for the Butler Street project. Penny Advised the Commissioners that Heidi Lemay of Hoyle, Tanner & Associates had stopped by the office today and stated that Bill Goss has added paving of Butler Court and the end of Butler Street that was not part of the project. She stated that that paving would not be added to our job as it is not part of the contract. The Commissioners discussed the issue that there is a manhole on Butler Court that needs repair and had been held off from being repaired this year as Paul Dutton wanted to wait until one contractor was out of that area before sending in another. Commissioner Wiegelman will contact Bill Goss tomorrow to advise him of the manhole that should be repaired prior to the paving of Butler Court and to also find out if Bill intends to only shim Butler Court.

Commissioner Mellen advised the board that Bara Dental was unable to attend tonight's meeting but plans on attending the meeting on the 27th.

A discussion was held regarding putting more funds in the Sewer I/I Removal Capital Reserve account from the Public Deposit Investment Pool (PDIP) sewer reserve account. Commissioner Wiegelman motioned to move \$250,000 from the PDIP account to the I/I Removal Capital Reserve account. Commissioner Sieg seconded the motion. All voted in favor.

The Commissioners reviewed the final loan paperwork from NHDES for the UV/Chloramines project at the water plant. The Commissioners approved the documents to be sent to the selectmen for signature.

The Commissioners reviewed and authorized past meeting minutes, AP vouchers, and time cards.

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

Meeting adjourned at 8:30 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