

**Town of Hillsborough Water & Sewer Commission  
February 8, 2018 Meeting Minutes**

Meeting called to order 6:00pm. Present were Commissioners Peter Mellen, and Chris Sieg; and, Penny Griffin, Administrator. Also in attendance was Selectman John Daley.

The Commissioners reviewed and discussed correspondence with pictures from a property owner who has concerns with the safety of the town's water building next to their property at 126 Bible Hill Road. The Commissioners determined that the building in the photographs is of the old chlorination station that is owned by the Town; and, the building is in disrepair. The Commissioners decided that they will visit the site and discuss at the next meeting how to best to remedy the situation.

The Commissioners discussed water items in need of repair. Commissioner Mellen asked Penny to confirm with Eric Edwards that the hydrant on West Mill Street has been bagged as it is turned off due to a leak that will be repaired in the spring.

Selectman Daley reported to the Commissioners that the Selectmen's discussed the regulation required backflow for the fire station and NHDES's request to clear the trees and overgrowth 15 feet around the outside the fence at the wastewater treatment plant. Selectman Daley stated that the fire department has included the installation of the backflow at the fire station in their 2018 budget. He stated that in preparation of the eventual building upgrade, the cost of the backflow installation has been estimated at \$13,000. As for the clearing of the trees and brush outside of the fence at the wastewater plant, he stated that the Commissioners have been approved by the Selectmen to do what is necessary. Commissioner Mellen asked who would pay for clearing as it will need to be contracted out to a company with the equipment to handle it which could be expensive. Selectman Daley stated that that decision was not made.

7 pm Selectman John Daley left the meeting.

A discussion was held regarding the bid schedule for the Bridge Street sewer replacement project. The Commissioners reviewed ESR 12 from Underwood Engineers for the assistance in bidding the Bridge Street sewer replacement project. Commissioner Sieg motioned to authorize ESR 12 for Underwood Engineers assistance in bidding the Bridge Street sewer replacement project for the amount of \$7,900. Commissioner Mellen seconded the motion. Motion approved.

The Commissioners reviewed and authorized the January 23, 2018, meeting minutes; 2018 AP voucher #4 for water in the amount of \$12,275.38 and for sewer in the amount of \$26,449.13; and time cards.

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

Meeting adjourned 8:00pm

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes  
Approved by:

Date:

Peter Mellen, Chairman

Chris Sieg  
Water and Sewer Commissioners