

**Hillsborough NH Water and Sewer Commissioners**  
**May 27, 2014 Meeting Minutes**

The meeting was called to order at 6:00 pm

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

Commissioner Wiegelman opened a discussion regarding docks on Loon Pond. He presented an information sheet on dock material that a resident of Loon Pond has asked if it is acceptable for Loon Pond. The Commissioners discussed the process for a person to apply to put a deck on Loon Pond and the materials. All agreed that the requesting person would need to go to the Zoning Board to apply for a variance. At that time the Zoning board would inform the Commissioners of the application and ask them to review the application for input. Commissioner Wiegelman will inform the resident of their discussions.

A discussion was held regarding the pressure of the water system. Commissioner Parker stated that he had been approached with a question regarding pressure relief valves on hot water tanks being affected by the pressure. All agreed that the gravity system does have higher pressure and would suggest to customers to install a pressure reducer or at least an expansion tank.

The Commissioners reviewed a Change of Occupancy form for 3 Henniker Street. Commissioner Wiegelman motioned to approve the Change of Use form as there would be no change other than the name of retail store. Commissioner Mellen seconded the motion. All voted in favor.

Joe Damour of Water Systems Operators presented the Commissioners with monthly reports to review. Joe advised the Commissioners that he has scheduled the replacement of the valves at Depot and Henniker Street for Monday, June 2. Details of the project were discussed. All agreed to use the Code Red call out system to inform residents of water interruption while work is being performed.

6:45 pm Dave Edson, of Hoyle, Tanner & Associates, arrived at the meeting. Mr. Edson advised the Commissioners that the new system start up is scheduled for Wednesday, June 4, 2014.

7:00 pm Mark Moser of Moser Engineering arrived at the meeting.

A discussion was held regarding options to discharge the analyzer water. Dave will continue to look at options and get back to the Commissioners at the next meeting.

7:15 pm Dave Edson left the meeting.

Mark Moser presented the Commissioners with a set of plans for the Butler Street sewer line replacement project. The plans were reviewed and discussed. The Commissioners agreed to have Mr. Moser submit the plans to NHDES for review and approval. Mr. Moser stated that the Commissioners should expect an approval in a couple of weeks.

The Commissioners reviewed and approved AP vouchers, past meeting minutes, abatement for 2014 2<sup>nd</sup> issue water bill 23 Old Henniker Road, and time cards.

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

Meeting was adjourned at 8:00 pm.

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes Approved by: Date:

Doug Parker

Herm Wiegelman

Peter Mellen  
Water and Sewer Commissioners  
Town of Hillsborough