

Town of Hillsborough Water & Sewer Commission
June 26, 2018 Meeting Minutes

Meeting called to order 6:00p.m. Present were Commissioners Peter Mellen, Chris Sieg, and Dave Lewis; Paul Dutton, WWTF Operator; Joe Damour and Cody Boisvert of WSO+; and, Penny Griffin, Administrator.

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. Areas of concern, such as tree roots, underground electrical and irrigation lines, and plantings, were discussed. Cody Boisvert ensured the group that they will be making every effort to avoid those items. All agreed that as this water line is a seasonal service the line will not need to be very deep. The drain for the drinking fountain was discussed. It was determined that the drinking fountain will drain into the ground instead of the sewer line. The group discussed possibly installing a concrete slab for the drinking water fountain. The Commissioners told Cody and Joe to move forward with the work they need to do regardless of whether or not the concrete has been done as it can be done at a later date.

Joe Damour advised the Commissioners that the flow meter at the water treatment plant that had been temporarily installed has now been permanently secured in place.

A discussion was held regarding Commissioner Sieg touring the reservoir. He will meet with Cody Boisvert for a tour.

A discussion was held regarding the valve to turn the water off to the old chlorination station on Bible Hill. Cody Boisvert and Paul Dutton will attempt to clean it out to turn it off and report back to the Commission at the next meeting.

6:30 pm Joe Damour and Cody Boisvert left the meeting.

Paul Dutton reported to the Commission that a new hydrant needs to be installed between the high school and the highway department garage. He stated that he needs a hydrant to flush that area and the one that has been used in previous years can no longer be used due to the reconfiguration of the highway department area. The group agreed to put this request on the list of jobs to review when a full time water operator is hired.

Mr. Dutton suggested that the Commissioners consider connecting the 6" water main on Preston Street to Henniker Street to avoid aged water in that line.

Paul Dutton advised the Commissioners that he is concerned about the water hook up at Grimes Field for the Balloon Fest as the line that they would typically connect to is broken and he does not know if the Town intends on having it repaired in time for use. He reported that he has suggested to Rob Beard, who does park maintenance, that the Town contact UTS out of Goffstown NH to repair the line if they are unable to get another contractor. The group discussed other connection possibilities. Paul stated that he could devise a way to utilize the hydrant near the old bathroom site at Grimes Field by connecting the hydrant backflow and meter we have to the hydrant and running a hose that would have to be

protected as it will have to cross the road. The group thought it would be best to speak with the Selectmen directly as time is limited to ensure water availability for the Balloon Fest.

7 pm Commissioner Sieg and Paul Dutton left the meeting to go to the Selectmen's meeting to discuss the Grimes Field water issue with them.

The Commissioners reviewed and authorized the June 12, 2018, meeting minutes; 2018 AP voucher #13 for water in the amount of \$47,538.17 and for sewer in the amount of \$16,571.30; and time cards.

7:20 pm Commissioner Sieg and Paul Dutton returned to the meeting. They stated that they were unable to speak with the Selectmen as it appears their meeting was over.

Commissioner Sieg reported that he spoke with Cole Melendy of Underwood Engineers regarding ESR 14 to review the West Main Street pump station for the implementation of a grinder. He confirmed that review of the newly collected flow data will be reviewed first as part of this review and therefore he recommended that the ESR is approved. Commissioner Sieg motioned to approve ESR 14 for Underwood Engineers. Commissioner Mellen seconded the motion. All voted in favor.

Commissioner Lewis asked if there has been a hydraulic system model of the water system. Commissioner Mellen stated that Underwood looked at the hydraulics as part of the Weatherstone project review. Paul Dutton stated that he has years of static pressure and flow information from the hydrant flushing.

Commissioner Mellen reported that he delivered the copy of the sewer permit application to Jane Williams, EDC Chair, at her office on June 22. He stated she was not at the office at the time so he left a note of the book to please return it at the next EDC meeting; the EDC meeting for June 28 was cancelled.

Commissioner Lewis reported that he is continuing to work on collecting pertinent information regarding needed generators for the upcoming Hazard Mitigation Grant Program application deadline in September. He advised Paul Dutton that he may receive a phone call from Yestramski Electrical Services & Emergency Power Systems to schedule a time to visit the pump station.

8:15 pm Paul Dutton left the meeting.

The group reviewed and discussed an email from Cole Melendy of Underwood Engineers regarding his recent review of OSRAM semi-annual report. All agreed it would be appropriate to have Cole contact OSRAM directly to clarify his questions.

The Commissioners discussed and reviewed a letter to the Selectmen concerning the incident discussed at the June 12 meeting between Penny and the resident working for the Town. All signed the letter and requested that Penny Griffin deliver it to Laura Buono.

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

Meeting adjourned 8:45 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