

Town of Hillsborough Water & Sewer Commission
June 8, 2017 Meeting Minutes

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

Also in attendance was Selectman John Daley.

The Commissioners reviewed and discussed the draft letter for review 2 of the Weatherstone plans. Commissioner Sieg stated that the Commission wasn't expecting any issue; however, the engineers are concerned with the ability of the West Main Street pump station to handle increased flows. Commissioner Sieg explained that the engineers are doing what they have been asked but as peak hourly flow data history is not available, the engineers must use textbook standards. Commissioner Sieg advised the board that he has reviewed the data history that is available and, in his opinion, the pump station would not have an issue. Prior history of the West Main Street pump station was discussed. Commissioner Mellen asked Commissioner Sieg if he believes the West main Street pump station can handle the 22,000 gallons per day promised to the Weatherstone Development. Commissioner Sieg said yes. The Commissioners discussed reviewing older history. Commissioner Sieg surmised that the cost to update the pump station would cost about \$300,000 - \$400,000.

Selectman Daley stated that he needed to leave to attend another meeting.

Penny Griffin advised Selectman Daley that she had received a phone call from Cynthia Klevens from New Hampshire Department of Environmental Service (NHDES) regarding Emerald Lake. She stated that Ms. Klevens had asked if the Commissioners would be willing to discuss with Emerald Lake Commissioners the possibility of connecting the town water supply to Emerald Lake as a supplement to their existing water system. Mrs. Griffin reported that she advised Ms. Klevens that the Commissioners had spoken about it at their previous meeting and agree that a feasibility study should be conducted and would be willing to speak with the Emerald Lake Commissioners. Commissioner Daley said he would advise the other Selectmen so that they are aware.

7:00 pm Selectman John Daley left the meeting. Carol Stratton and Bruce Randall entered the meeting.

Carol Stratton stated that she was in attendance to discuss the ground water issue at the water plant. She stated that she is concerned that the proposed solution to reroute the water away from her property will cause issues for the water department. Commissioner Mellen stated that he believes it is a reasonable solution and doesn't believe it will cause an issue. Mr. Randall asked if Eugene Edwards & Sons will be completing the work. Commissioner Mellen confirmed that he is the contractor. All agreed with the proposed plan to reroute the water and send Mrs. Stratton a copy of the bill when the work is complete as she will pay half of the cost back to the Water Commission.

7:15 pm Carol Stratton and Bruce Randall left the meeting.

Commissioner Mellen returned the conversation back to the Weatherstone draft review letter and how to proceed. Commissioner Sieg opined that Underwood Engineers is not going to change their recommendation regarding the West Main Street pump station but the Commissioners could take the responsibility.

Commissioner Wiegelman stated that he would like to see a plan put into place if something should arise at a later date. All agreed.

Commissioner Mellen expressed his concern of how to protect the users going forward. Commissioner Sieg stated that's what accessibility fees are for.

The Commissioners noted that Cole Melendy has stated that the Review 2 letter fulfills ESR 2 – Weatherstone Development plan review, and any further review needed would need an amendment to the original ESR. The Commissioners agreed to have Mr. Melendy include this information in the Review letter 2 as to inform Mr. Black as well.

The Commissioners agreed to have Underwood Engineers revise the letter to include the ESR 2 information, finalize it, and forward to Mr. Black. The Commissioners advised Penny Griffin that if Mr. Black contacts her regarding the Review 2 letter, to offer to meet with him prior to the next scheduled Commissioners meeting on June 27.

All Commissioners agreed to move forward with an improved telemetry system to provide better data recording from the West Main Street pump station. The Commissioners also agreed to speak with Cole Melendy of Underwood Engineers regarding a future plan for the upgrade of the West Main Street pump station.

Commissioner Wiegelman made a motion to enter a non public session under RSA 91-A:3 II a: The dismissal, promotion or compensation of any public employee or the disciplining of such employee or the investigation of any charges against him unless the employee affected (1) has a right to a meeting, and (2) requests that the meeting be open, in which case the request shall be granted. Commissioner Sieg seconded the motion. All agreed. 7:30 p.m. The Board entered a non-public session.

Commissioner Wiegelman made a motion to return to a public session. Commissioner Mellen seconded the motion. All agreed. 7:50 p.m. The Board returned to a public session.

Commissioner Wiegelman motioned to seal the minutes of the meeting. Commissioner Sieg seconded the motion. All voted all in favor.

The Commissioners reviewed a change of use application for 53 Henniker Street. Commissioner Wiegelman motioned to approve the Change of Use application for 53 Henniker Street to increase from a 100 seat restaurant to a 174 seat restaurant as presented on the application, contingent upon grease trap inspection and verification. Commissioner Sieg seconded the motion. All voted in favor.

Penny Griffin advised the Commissioners that during her previously discussed conversation with Cynthia Klevens of NHDES, Ms. Klevens also inquired about the Weatherstone project. She stated that Ms. Klevens informed her that the plans for the Weatherstone project must also be submitted to the Water division of NHDES for review and she would also like a copy forwarded to her. The Commissioners asked Penny Griffin to contact Ms. Klevens to tell her they are happy to comply and ask her for a letter requesting submission requirements and any fees that may be required.

The Commissioners reviewed and authorized the May 23, 2017, meeting minutes, AP vouchers number 11 for 2017 water in the amount of \$12,329.45, and, sewer in the amount of \$8,215.62; and, time cards.

Commissioner Wiegelman motioned to adjourn the meeting. Commissioner Sieg seconded the motion. All voted in favor. Meeting adjourned 8:35 pm

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
Town of Hillsborough