

Town of Hillsborough Water & Sewer Commission
July 13, 2017 Meeting Minutes

Meeting called to order 6:05 pm. Present were Commissioners Peter Mellen, Herm Wiegelman, and Chris Sieg; Penny Griffin, Administrator; and, Cole Melendy of Underwood Engineers.

Also in attendance were Mike Black, Wayne Morrill, Attorney James Callahan, and various members of the public.

Commissioner Mellen asked Cole Melendy if all the questions Underwood Engineers had in their review for the sewer design have been answered. Mr. Melendy asked Wayne Morrill of Jones and Beach Engineers if the final two changes had been made to their plans. Mr. Morrill stated that they had and Mr. Melendy reviewed the changes. Mr. Melendy then stated to the Commission that, aside from the West Main Street pump station item, all sewer system related items have been sufficiently addressed. He also stated that there are water system questions that will be addressed by Jones and Beach Engineers at a later date and they will require review. Wayne Morrill of Jones and Beach Engineers agreed with Cole Melendy's statement. Commissioner Mellen signed the NHDES Sewer Connection Permit application for the Weatherstone Project.

Commissioner Mellen stated that the Commission needs three (3) sets of final plans; one to go with the NHDES Sewer Connection Permit application, one for their records and one for Underwood Engineers. He also advised that a check in the amount of \$50.00 made payable to Treasurer, State of New Hampshire, to accompany the NHDES application is needed. Wayne Morrill stated that Mike Black could drop them off at the Commissioner's office tomorrow. Mike Black agreed.

A brief discussion was held regarding Underwood Engineer's ESR2 amendment in the amount of \$3,000 and what was left to be reviewed. Mike Black agreed to get a check to the Commission for the escrow account for the ESR2 amendment.

Commissioner Mellen advised Mr. Black and his engineers that even though there is no application form required from the Commissioners for the NHDES water review, they must be submitted to NHDES and that the developer can submit them directly. Wayne Morrill and Mike Black agreed.

6:25 pm Mike Black, Wayne Morrill, and Attorney James Callahan left the meeting.

Members of the public voiced their concerns that the development be able to move forward without hindrance.

Leigh Bosse inquired how the West Main Street pump station upgrade, if needed, was to be funded.

Commissioner Mellen read aloud the following statement, of which a copy will be given to Mike Black for his negotiations and a copy attached to the NHDES Sewer Connection Permit application :

“In reviewing the Weatherstone Crossing Development (a.k.a. Beard Brook Realty, LLC) project application, our engineers have determined that the possibility exists that the West Main Street pump station may not be able to adequately handle the additional flows from this project, which, according to the developer's engineer, would be anticipated to go online in two years.

As a result, the commission anticipates installing additional instrumentation to more accurately monitor the current flows at the station. With the assistance of the developer's engineer, we have also come up with a tentative budget for the upgrade of the existing pumps to a level capable of handling the additional flow, and have received a commitment from the Board of Selectmen to assist in the funding for this upgrade.

With such an upgrade and/or if supplemental springtime flow data indicates the existing station can accommodate peak hour flows, our engineers believe the issue of pump capacity at the station will be resolved and our system will be fully able to accommodate the additional flows from this project.”

Commissioner Mellen explained that at the work session meeting on Tuesday, July 11th the Commissioners had voted to temporarily adjourn the meeting and go to the town office in hopes of discussing the funding issue with the selectmen who were having their regularly scheduled Selectmen's meeting. At that meeting, the Selectmen committed to a warrant article for March 2018 Town Meeting to raise and appropriate the \$100,000 for the pumps to be funded from the General Fund Balance.

Both Selectman Daley and Selectman Fullerton concurred with Commissioner Mellen and stated that the Selectmen believe the upgrade is a benefit to the town as a whole.

A question was raised as to whether the upgrade should just be completed for future growth rather than spending time gathering more data. The process of how an upgrade is handled, which includes the collection of data, was stated by Cole Melendy of Underwood Engineers.

Commissioner Mellen cautioned the crowd to keep the capacity of the Wastewater Treatment Facility (WWTF) in mind. He reiterated that the permit application for the WWTF, requesting a capacity increase in from 475,000 gallons per day (gpd) to 600,000 gpd is still with the Environmental Protection Agency (EPA) being reviewed. He stated that the Commissioners continue to

focus on reducing the amount of inflow and infiltration (I/I) entering the system as treating clean water takes up capacity. He stated that they are continually inspecting properties for sump pumps and floor or perimeter drains that are plumbed to sewer connections so that they can be removed. He also advised that the Commissioners are currently working on a project to replace the sewer main on Bridge Street as the condition of the pipe is bad and allowing infiltration. He stated that the project began with a cost of \$350,000 but due to issues that have come up that estimate has increased up to \$600,000. Commissioner Mellen advised the group that the Commissioners have also begun speaking with the Selectmen about possible contributions towards that project as well.

Commissioner Mellen avowed that the Town should not look at all future commercial being on town sewer. He stated that most commercial developers would like to be on both but that access to water service is more important.

Selectman Fullerton pointed out that recent commercial additions to the Town of Hillsborough, Tractor Supply and the Chrysler dealership, both have their own wells and septic systems.

A question was raised regarding the ability of the pipes to handle increased flows. Commissioner Mellen stated that Chris Albert of Jones and Beach who did the preliminary investigation of the pump station upgrade has stated that the force main can handle it.

The Commissioners reviewed and authorized meeting minutes, 2017 AP vouchers #13 for water in the amount of \$6,693.92 and for sewer in the amount of \$41,174.08; and, time cards.

Cole Melendy discussed the possibility of having a flow assessment done of the West Main Street pump station. He stated that it is \$1,200 for half a day. The Commissioners decided not to have this done as they will be implementing a data collection system within the next sixty (60) days that will give them information.

Cole Melendy advised the Commissioners that he is still waiting to hear back from New Hampshire Department of Transportation (NHDOT) regarding the Bridge Street project. He will update the Commissioners when he hears back from them.

Commissioner Wiegelman motioned to adjourn the meeting. Commissioner Sieg seconded the motion. All voted in favor. Meeting adjourned 7:30 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