

Town of Hillsborough Water & Sewer Commission
August 22, 2017 Meeting Minutes

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

Penny Griffin advised the Commissioners that she had spoken with Cole Melendy of Underwood Engineers regarding the status of the Bridge Street sewer replacement project. Mr. Melendy reported that they have received comments from NHDOT and NHDES regarding the plans and Underwood Engineers are implementing the comments and plan to resubmit them by the end of the week.

The Commissioners reviewed and discussed a plan submitted by Cody Boisvert of WSO+ for work needed at Butler Park to bring the water service lines in compliance with the backflow regulation and to encompass all the water usage through a meter. The Commissioners asked Penny to contact Cody Boisvert to inquire about an installation of a drain line from the bubbler in the park. The Commissioners agreed that Commissioner Mellen will attend the next Selectmen's meeting to discuss the plan with them.

The Commissioners reviewed and discussed a request from the Smith Memorial Church to abate a portion of their third (3rd) issue water bill due to a leaking toilet in one of their apartments at 34 West Main Street. The Commissioners agreed that this situation has unfortunately happened to other users in the past and precedent has been set. As the water was treated water and the usage was recorded as it went through the meter, Commissioner Wiegelman motioned to deny the abatement request for the 3rd issue water billing for 34 West Main Street. Commissioner Sieg seconded the motion. All voted in favor.

Penny Griffin advised the Commissioners that while preparing the 3rd issue water billing, one user was identified as having very high usage. She stated that she has been trying to find telephone contact information of any of the owners to advise them they have an on-going problem. The Commissioners suggested that she write them a letter. Mrs. Griffin stated that she would try asking the Town office personnel if they may have a phone number in any of their files and if not, she will send them a letter.

Commissioner Sieg advised the board that the pressure transducer is being installed this week and efforts are continuing to get the telemetry up and running at the West Main Street pump station. He stated that he will meet up with Paul Dutton next week to begin the final steps for installation.

Commissioner Mellen stated that he would like the Commission to continue focus on eliminating inflow and infiltration (I/I) from the system as it uses up a lot of capacity. He stated that he would like to investigate obtaining flow meters for manholes in different areas throughout the system in order to identify and eliminate high I/I issues found. A discussion was held regarding flow meters that the Commission has. Commissioner Sieg asked Penny Griffin to collect all the flow meter information and he will pick it up to review next week.

The Commissioners reviewed and authorized the August 10, 2017, meeting minutes; 2017 AP vouchers #16 for water in the amount of \$9,596.01 and for sewer in the amount of \$14,071.04; and, time cards.

Commissioner Sieg informed the others about his recent attendance at the Zoning Board hearing for 78 County Road. A discussion was held regarding the Zoning Boards decision to negate the need to look at a variance to convert from seasonal to year round use as they reviewed the septic installation variance first which the Zoning Board feels eliminates the need for a variance for conversion of use. The Commissioners agreed that the concerns they brought to the hearing were within their authority and voiced their concern over development within 200' of the Town's drinking water supply. The Commissioners asked Penny Griffin to submit the Loon Pond Ordinance, the variance request and the zoning Board decision to Attorney Michael for review and opinion. The Commissioners agreed that this request for a review is to guide them in future Zoning Board hearings regarding Loon Pond.

Commissioner Wiegelman motioned to adjourn the meeting. Commissioner Sieg 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

Herm Wiegelman

Chris Sieg
Water and Sewer Commissioners