

**Town of Hillsborough Water & Sewer Commission**  
**August 28, 2018 Meeting Minutes**

Meeting called to order 6:00 p.m. Present were Commissioners Peter Mellen, Chris Sieg, and Dave Lewis; Cody Boisvert of WSO+; and, Penny Griffin, Administrator. Also in attendance were Cole Melendy of Underwood Engineers and Jerry and Marion Newton.

The group discussed the recent tree cutting on the Newton's property as part of the Bridge Street sewer main replacement project. Mrs. Newton expressed her shock and discontent with the way the tree looks with the limbs cut and stated that she feels they were not properly informed by the contractor what was going to be cut. Mrs. Newton stated that the contractor had hired the same tree company she had previously used to trim the same tree and at that time she had not had any issues with the work.

6:45 p.m. Skip Grady of Underwood Engineers entered the meeting.

Mrs. Newton stated that currently, with the trimming that has been done, the tree is ugly and the flaws of their home now show with the limbs gone. She said she now realizes the house has three chimneys, something she was unaware of before the tree work was done. She said she feels it needs to be cut down and stumped; and, also that there needs to be compensation. Cole Melendy asked what "compensation" she was looking for. Mrs. Newton stated that with the tree gone the front of their home needs something to give it "curb appeal". Skip Grady suggested landscaping to frame the door with a couple of flowering trees, refinish their existing walkway which is broken pavement and maybe a post with a light. Mrs. Newton stated that there is a type of pink flowering tree that she likes which would look nice but she does not know the name of them. Commissioner Mellen suggested maybe something that will grow tall to provide shade as Marion had stated that the removal of the limbs had taken away the shade to her home. Mrs. Newton stated that she feels she is being rushed into signing an agreement and also feels that she does not need to sign an agreement. Mr. Newton stated that he feels it is reasonable for an agreement to be signed. Mr. Newton will contact a landscaper for recommendations and report his findings back to Skip. Mr. Melendy stated that an agreement would need to be in place and signed by all before the tree could be removed and further work done on their property so that there is no question of the expectations. Cole Melendy explained the remaining schedule of the project as the contractor should be completing the project in the next couple of weeks.

Marion Newton also expressed her displeasure with the late hours that the contractor has been working. Cole Melendy explained the events that have caused the contractor to work late. Mr. Melendy stated that he has told the contractor that the late hours are unacceptable going forward and the contractor has agreed to do what he can to avoid it barring any unforeseen emergencies.

7:20 p.m. The Newton's and Mr. Grady left the meeting.

Cole Melendy updated the Commissioners on the remaining work to be completed for the Bridge Street sewer main replacement project. A discussion was held regarding an issue with the NHDOT drainage in Bridge Street. Cole advised the Commissioners that he is continuing to work with NHDOT to find a resolution and will keep them informed. Paving and restoration for the project was discussed.

A discussion was held regarding the monitoring well issues at the wastewater treatment facility. The Commissioners signed a letter to New England Boring confirming their understanding of the plan of action to address the issues.

Mr. Melendy advised the Commissioners that he will be scheduling site visits to evaluate the pump stations.

Cole stated that a colleague in his firm had approached him regarding a discussion they had been a part of with Robyn Payson, Hillsborough Town Planner, regarding a sewer build out plan. The Commissioners encouraged Cole to reach out to Robyn Payson to help as they feel Underwood's knowledge of the town's current sewer system could save the town time and money.

8:30 p.m. Cole Melendy left the meeting.

Commissioner Sieg motioned to enter a non-public session under RSA 91-A:3 II b: (b) the hiring of any person as a public employee. Commissioner Lewis seconded the motion. All agreed.

8:30 p.m. The Board entered a non-public session.

9:00 p.m. Commissioner Mellen motioned to exit non-public session and to seal the minutes of the meeting. Commissioner Sieg seconded the motion. All voted all in favor.

A discussion was held regarding the Hazard Mitigation grant application for the Bear Hill pump station generator. Commissioner Lewis will take a look at the application to see what it entails and if it is feasible to complete it by the September deadline or if it will need to be completed and submitted in January.

The Commissioners reviewed and authorized the August 9, 2018, meeting minutes; 2018 AP voucher #17 for water in the amount of \$18,520.71 and for sewer in the amount of \$192,414.26; time cards; and the 2018 3rd issue billing warrants for Hillsborough water in the amount of \$197,665.35, Deering water in the amount of \$5,000.12 and sewer in the amount of \$156,285.82.

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

Meeting adjourned 9:30 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