

**Hillsborough NH Water and Sewer Commissioners
September 10, 2015 Meeting Minutes**

The meeting was called to order at 6:00 pm.

Present: Commissioners Peter Mellen, Herm Wiegelman and Chris Sieg; and, Penny Griffin, Administrator.

The Commissioners discussed the progress of the Butler Street sewer line replacement project. The project is on schedule.

Commissioner Mellen stated that he had been approached by Fire Chief Ken Stafford regarding the requirement to install a backflow in the fire station. The backflow installation will be budgeted for installation in 2016.

The Commissioners reviewed and discussed the proposed change to the new service permit fees for both water and sewer. Commissioner Wiegelman motioned to adopt the new service permit fee as stated below effective as of September 10, 2015:

Fees for Water and/or Sewer Service Permits are \$5 per gallon per day (GPD) of estimated flow for the specific use proposed as listed in Table 1008-1, Unit Design Flow Figures, in Section Env-Wq 1008.03 (c) and (d), of the New Hampshire Code of Administrative Rules, Chapter Env-Wq 1000, Subdivision and Individual Sewage Disposal System Design Rules, effective 2-9-08, or as revised.

Commissioner Sieg seconded the motion. All voted in favor. The Commissioners asked Penny to add this to the changes needed to the Code of the Town of Hillsborough.

Commissioner Mellen asked Penny if the Commissioners typically receive notification of septic systems being replaced or installed at properties surrounding Loon Pond. Penny stated that they have in the past but nothing recently. The Commissioners asked Penny to contact the Town office to inquire about the procedure and ask that copies of the documents sent to the town by the State of New Hampshire regarding approvals be sent to Commissioners office.

The Commissioners reviewed and authorized past meeting minutes, AP vouchers, and time cards.

The Commissioners discussed the upcoming September 22 meeting as it conflicts with the water operator's course that both Commissioner Sieg and Wiegelman will be attending. All agreed to reschedule the September 22 meeting to 6pm on Wednesday, September 23.

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

Meeting adjourned at 7:30 pm.

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes
Approved by: Date:

Peter Mellen, Chairman

Herman Wiegelman

Christopher Sieg
Water and Sewer Commissioners
Town of Hillsborough