

Hillsborough NH Water and Sewer Commissioners
September 23, 2015 Meeting Minutes

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

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

Commissioners Sieg and Wiegelman discussed the water operator's course that they are in the process of taking. Commissioner Mellen motioned to authorize both Commissioner Sieg and Wiegelman to take the operators test at the end of the course with the fee to be paid from the water budget. Commissioner Wiegelman seconded the motion. All voted in favor.

Paul Dutton advised the Commissioners that the manholes that were lowered for paving on Summer, Vine and Union streets are in the process of being raised. He also advised them that the same company will be repairing the manhole at the intersection of Bible Hill and West Main Street tomorrow.

Paul stated that the mowing of the easements is almost completed. He noted that next year the Commission should plan on having the sides of the easements cut back as there are a lot of trees hanging into the easement. He also stated that there is a pile of brush on the easement by Hillscomb Apartments that a letter should be sent to the property owner to remove. Paul will look to see which property the brush is actually on. A discussion was held regarding all of the easements and what needs to be done on each. It was agreed that the easement from Washington Circle to Jefferson Drive and Madison Circle to Jefferson Drive should be completed this fall. The other easements will need inspection and a plan made to complete next year.

The sewer main that goes through Angus Lea Golf Course was discussed as it needs to be cleaned and inspected. Commissioner Wiegelman will speak with the property owner to discuss what needs to be done and when. Paul Dutton will speak with Ted Berry Company to see when they would be able to do the job. The Commissioners stated that they would like it completed after October 15 so as to limit the disruption to the golf course.

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

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

A discussion was held regarding the Loon Pond ordinance and the responsibility of the Commissioners as the enforcement of the rules under that section. The Commissioners asked Penny to contact the building inspector to request that a copy of anything that comes across his desk in relation to the Loon Pond area get sent to the Commissioners for review before it is approved.

Commissioner Wiegelman stated that there are 2 items that he would like to start thinking about to discuss at upcoming meetings. First is the need for another employee and what their role would be; and, the second is the future of the water plant operations.

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

Meeting adjourned at 9:00 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