

Town of Hillsborough Water & Sewer Commission
September 25, 2018 Meeting Minutes

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

Commissioner Mellen made a motion to enter a non-public session under RSA 91-A:3 II (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency or any subdivision thereof, or against any member thereof because of his membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled. All agreed. 6:05 p.m. The Board entered a non-public session.

7:05 p.m. Commissioner Mellen motioned to exit non-public session and to seal the minutes of the meeting. Commissioner Lewis seconded the motion. All voted all in favor.

A discussion was held regarding the sewer overflow reports that WWTF Operator, Paul Dutton, had to submit to NHDES and EPA for issues to do with the Bridge Street sewer main replacement project. Cole Melendy, of Underwood Engineers, stated that Paul should not have been the one to submit the reports to those agencies as the contractor owns those lines until substantial completion of the project and then the owner takes ownership of them. Cole asked Penny to have Paul Dutton forward the submitted reports to him and he will forward them to Daniels Construction for them to complete and submit their own reports. The sewer "overflows" reported were discussed. One being for leaking fittings of the by-pass hose while by-pass pumping and the second being the sewer back up into the 36 Bridge Street during the pressure testing of the new main.

The group discussed how the backup into 36 Bridge Street occurred, what has been done, the current condition and how it was going to be resolved. Mr. Melendy stated that cleanup was completed on Saturday, September 15, when the backup occurred, by Fire Clean-Up Services; and, Daniels Construction's insurance adjustor visited the site on Wednesday, September 17. At this time no other information is available. The Commissioners requested that Cole draft a letter to Daniels Construction requesting an update and a time-line to get this resolved. The Commissioners asked Penny Griffin to reach out to the property owners to follow up with them. The Commissioners suggested that Cole Melendy recommend that Daniels Construction contact Antrim Lumber for a list of local contractors who may be available to assist in reconstructing the residents' property that was damaged by the sewer backup. The Commissioners requested that Cole stay on top of this issue and to keep them informed to ensure it is being properly responded to and handled in a timely manner.

The group reviewed an email from Rachel Tamulonis of Stonecipher & Clark Environmental Solutions, LLC requesting access to one of the monitoring wells on the WWTF property recently restructured and secured, to obtain samples for their required NHDES testing on behalf of Lewis Pletcher at the J.B. Vaillancourt bulk facility located at 99 Henniker Street. Commissioner Sieg suggested that Eastern Analytical (the company that takes the samples from those wells for our required NHDES testing) collect the samples and do the testing and the Commissioners will forward the results and bill of Stonecipher & Clark Environmental Solutions, LLC for the service. All agreed that would be the best way to ensure the security of the monitoring well. Cole Melendy will draft a letter for the Commissioners to review at their next meeting.

Mr. Melendy advised the Commissioners that the electrical engineer who recently evaluated both

the West Main Street and Bear Hill pump stations is cautiously optimistic about what he saw but needs to completely review all of the data.

Cole Melendy advised the board that he contacted the Hillsborough Town Planner, Robyn Payson, per their request to discuss the possibility of completing a feasibility study. He stated that he had presented the Commission's proposal of splitting the estimated cost of \$20,000 but Ms. Payson stated that at this time they have no money to put towards a feasibility study.

Commissioner Sieg asked Mr. Melendy if a town can build a septic system for an area they want to develop and if they can would they need an operator for it. Cole Melendy stated that it is not typical for a town to have two (2) wastewater treatment systems; however, if they could prove that they couldn't connect to the existing wastewater facility the state and EPA may allow it. He went on to say that if allowed they would need an operator; it is pretty involved; and, he estimates it is a "few million dollars" to build based on their past experience with representative projects. Mr. Melendy offered to forward information on a system that his firm was involved in installing as an example to look at. Commissioner Sieg stated he would like to see it and thanked Cole for his input.

8:30 pm Cole Melendy left the meeting.

A discussion was held regarding Economic Development Committee meeting attendance. The group agreed that it is sometimes difficult to attend the meetings as they have full time jobs and the meetings are held at 9 am on the last Thursday of every month. Commissioner Sieg suggested rotating which Commissioner attends the meetings. Commissioner Lewis stated that he would not be able to attend the September meeting during that time as he works out of town. Commissioners Sieg and Mellen agreed to alternate meetings with Commissioner Sieg to attend the September 27th meeting.

Quotes obtained for a new water utility truck were reviewed and discussed. Commissioner Mellen will get clarification of a couple items on the quotes and report back at the next meeting.

The Commissioners reviewed and authorized the September 13, 2018, meeting minutes; 2018 AP voucher #19 for water in the amount of \$6,700.04 and for sewer in the amount of \$135,637.42; time cards; and water abatement S2018-3A in the amount of \$28.61 for 147 East Washington Road.

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

Meeting adjourned 9:15 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