

Town of Hillsborough Water & Sewer Commission
April 11, 2019 Meeting Minutes

Meeting called to order 6:00 p.m. Present were Commissioners Peter Mellen, Chris Sieg, and Dave Lewis; Paul Dutton, Wastewater treatment facility operator; and, Penny Griffin, Administrator.

The group discussed the draft National Pollutant Discharge Elimination System (NPDES) permit released on March 29, 2019, by the Environmental Protection Agency (EPA). Paul Dutton advised the Commissioners that he is almost complete in preparing the chemical feed system for operation which will be required to be compliant with the proposed new limits. Paul expressed his dissatisfaction with the use of magnesium hydroxide as it separates and becomes difficult to pump into the system.

Mr. Dutton stated he has met with Underwood Engineers prior to the release of the draft permit to review the processes in place and understands that more information will be available once Underwood Engineers reviews it in conjunction with the draft permit. A discussion was held regarding areas of possible concern with meeting the proposed new limits. Paul reported that Cole Melendy of Underwood Engineers will be attending the April 23, 2019, meeting to discuss their findings and recommendations.

A discussion was held regarding the sludge removal in the lagoons. Paul Dutton stated that the sludge was removed from lagoon number one in 2003, number two in 2011 and number three has not been done.

Paul Dutton stated that he will be obtaining a quote from Eastern Analytical to perform some of the proposed permit sampling as it may be a more cost effective option for the quarterly requirement than purchasing a sampler which is about \$8,000.

A discussion was held regarding the lagoon aeration and the blowers that run them.

7:45 p.m. Paul Dutton left the meeting.

The Commissioners reviewed and authorized the March 26, 2019, meeting minutes; 2019 AP vouchers #7 for water and sewer; and, time cards.

A discussion was held regarding new sewer connection procedures and what is provided by the sewer department. The group reviewed the sewer ordinance. It was determined that the ordinance is vague and should be outlined more clearly. Commissioner Lewis suggested reviewing procedures of other towns for comparison and then the group could update Hillsborough's to be clearer.

A discussion was held regarding the t-shirts provided by the uniform company for Paul, Cody and Eric. Penny stated that the t-shirts are very poor quality and the staff have requested looking into purchasing a set of both long and short sleeve t-shirts ourselves and eliminate getting them from the uniform company. Penny Griffin will obtain some quotes for the purchase of t-shirts and report back to the Commissioners for a decision at a future meeting.

The Commissioners prepared a video message to the Hillsborough Dispatch for National

Public Safety Telecommunicator's Week thanking them for the work they do.

Commissioner Lewis motioned to adjourn the meeting. Commissioner Mellen seconded the motioned.

All voted in favor.

Meeting adjourned 9:00 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