

Town of Hillsborough Water & Sewer Commission
April 8, 2021 Meeting Minutes

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

The Commissioners reviewed and authorized the revised ESR 31 for the water ordinance update for \$4,000.

The Commissioners signed a letter to the owner of 83 Henniker Street requesting a status update for the removal of sump pump discharge connection to the sewer service.

A discussion was held regarding upcoming easement clearing. It was noted that there are a couple easements that need to be marked prior to clearing; Pine Ridge Road/Blair Avenue sewer easement and a portion of the water easement on Bible Hill Road near Jones Road. All agreed that the Pine Ridge Road/Blair Avenue easement can be done by department employees as they can use visible manholes as guides; however, the water easement may need outside assistance to locate the pipe as it is all underground with nothing ground level to use as guides.

Penny Griffin reported that Paul Dutton, the wastewater system operator, is scheduled for a site visit at the West Main Street pump station on Thursday, April 15 at 8am, with Joe Lavin of RH White Company regarding the proposed West Main Street pump station grinder installation project. Both Commissioner Dave Lewis and Commissioner Chris Sieg stated they would like to attend the meeting as well. Penny Griffin will post the work session as required.

The Commissioners noted that they would like Cody Boisvert, the water system operator, to kayak around Loon Pond to make sure there are no concerns with the properties along the water and to document the current docks for our files.

Penny Griffin noted that next month she will be sending letters to the property owners with property abutting Loon Pond reminding them of the rules of Loon Pond.

The Commissioners reviewed and authorized the following:

- 2021 AP Vouchers #7 W=\$18,434.45 S=\$14,763.52
- 3/23/2021 Meeting Minutes
- Timecards
- I/I Capital Reserve reimbursement request letter to the Trustees of Trust Funds

Commissioner Chris Sieg motioned to adjourn the meeting. Commissioner Dave Lewis seconded the motion.

All voted in favor.

Meeting adjourned 7:30 pm

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes
Approved by:

Date:

Peter Mellen

Chris Sieg

Dave Lewis
Water and Sewer Commissioners