

**Town of Hillsborough Water & Sewer Commission
January 12, 2023 Meeting Minutes**

Meeting called to order at 6:00 p.m. Present were Commissioners Peter Mellen, Dave Lewis and Dana Clow.

1. A Change of Use for 1 West Main Street was reviewed. Commissioner Dave Lewis motioned to approve the application as submitted. Commissioner Dana Clow seconded the motion. All voted in favor. The change will transition from a retail space to a hair salon. A backflow survey needs to be completed for the site. Penny Griffin will coordinate the survey with New England Backflow, Inc.
2. The Commissioners reviewed and authorized the following:
 - a. 2022 AP vouchers #1A water = \$10,723.19 and sewer = \$8,478.23;
 - b. 2023 AP vouchers #1 water = \$10,260.03 & sewer = \$36,756.78;
 - c. 12/29/2022 Meeting Minutes
 - d. Timecards
3. The Commissioners reviewed and discussed the Commissioners Statement to be submitted for the Town Report.
4. The Commissioners discussed meeting with the Selectmen to review the Sewer Rate Study and System Development Charge (SDC) Recommendations Report received at the last meeting by Underwood Engineers. Penny Griffin will contact Laura Buono to try and coordinate a meeting prior to the budget hearing.
5. 2023 budgets for both water and sewer were discussed.

Commissioner Peter Mellen motioned to adjourn the meeting. Commissioner Dave Lewis seconded the motion. All voted 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

Dave Lewis

Dana Clow
Water and Sewer Commissioners