

Town of Hillsborough Water & Sewer Commission
July 14, 2022 Meeting Minutes

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

The group reviewed and discussed a proposal to upgrade the Bear Hill pump station with new pumps and related wiring, and to bring the controls of the pump station above ground to eliminate the need to continually go into a confined space. Commissioner Chris Sieg has a couple of questions, and he will contact AAA Pump for clarification. Commissioner Peter Mellen motioned to approve the Bear Hill pump station proposal with the condition that Commissioner Chris Sieg is satisfied with the clarification provided with conversations with AAA Pump. Commissioner Chris Sieg seconded the motion. Motion passed.

Paul Dutton reported that the stump removal, loaming and reseeding around the sewer lagoons has been completed. He noted that there is one stump that was unable to be removed due to its closeness to a large pine tree that could be compromised if the stump were removed.

Paul Dutton stated that he will be having the area on River Street, that is suspected to have infiltration, excavated for further investigation by month's end.

A discussion was held regarding a possible repair needed on a section of the Church Street sewer main. Paul Dutton stated that he needs to do some more investigation; he will have it videoed to get more information and report back to the Commission.

Round-table discussion was held regarding the possible benefits of solar at the wastewater facility. It was noted that solar was recently installed at the Keene NH wastewater facility and is now running.

7:15 pm Paul Dutton left the meeting.

A Change of Use application for 335 West Main Street was reviewed. A martial arts school with a maximum of 50 patrons per day is proposed. Commissioner Peter Mellen motioned to approve the Change of Use application as submitted; the number of sewer units being billed to the property will decrease from 5 units to 1 unit as the business will be recategorized from a 65-seat restaurant to a recreational facility. Commissioner Chris Sieg seconded the motion. Motion passed.

A recent inquiry regarding sewer easements on or near 36 Norton Drive was discussed. One question presented was if the building on the property was built on the sewer easement shown on old plans; the Commissioners have no records of the building, and the property owner would need to have a survey completed to determine that. The second question, "if the easements are not in use can they be rewritten or removed from the deed", - the Commissioners agreed that they typically do not do that and if the property owner wishes to request that it is suggested he follow up with their attorney. It was noted that if they are referring to the "Restrictive Easement" no changes can be made, and they should refer to the easement recorded with the registry of deeds Book 3236 Page 293 for the details.

The Commissioners reviewed and authorized the following:

- 2022 AP Vouchers #13 W = \$295,346.15 S = \$583,748.20
- 6/28/2022 Meeting Minutes
- Timecards
- Surplus Transfers

The Commissioners resumed discussions regarding the sewer unit waiver and refund request for 226 West Main Street. As previously determined by records on file at the town assessing office, the property is described as "mixed use, commercial w/apt-owner occupied." Based on this description, the property has been assessed two sewer units for a significant period of time - prior to the requestor purchasing it in 2020. Section §181-51 Unit system of measurement of the sewer regulations states that "Each multiple-use building, other than a boardinghouse, nursing home, tourist home, hotel or motel, with which space is allocated for business or professional offices, commercial occupancy or apartments shall be charged at the rate of one unit for each dwelling unit, apartment unit, professional business or commercial space allocation. The existing ordinance was reviewed in full and there is no provision for a waiver of any section of the regulations; therefore, the Commissioners denied the request for an exemption from sewer charges for the commercial space.

Correspondence from Attorney Greg Michael regarding his opinion of a draft "Will Serve" letter for 219 West Main Street was reviewed and discussed. Attorney Michaels outlined a few items that need to be more detailed. Commissioner Peter Mellen will incorporate the Attorney's recommendations and resubmit for another review.

Commissioner Peter Mellen motioned to adjourn the meeting. Commissioner Chris Sieg seconded the motion.

All voted in favor.

Meeting adjourned 8:45 pm.

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes
Approved by:

Date:

Peter Mellen, Chairman

Chris Sieg
Water and Sewer Commissioners