

Town of Hillsborough Water & Sewer Commission
July 25, 2023 Meeting Minutes

The meeting was called to order at 6:00 p.m. Present were Commissioners Peter Mellen, Dave Lewis and Dana Clow; Paul Dutton, Wastewater Operator; and Penny Griffin, Water and Sewer Administrator.

1. Paul Dutton reported that due to the high incoming flows at the wastewater facility he has cancelled the contact tank lining project. Commissioner Dave Lewis asked if Paul thinks it can be scheduled at a later date this year; Paul replied that he would rather revisit the project next year.
2. Commissioner Peter Mellen asked Paul Dutton the status of completing the Bear Hill pump station project. Paul Dutton replied that AAA Pump has been very busy with emergency calls due to flooding from all the recent rain. Paul expects the job to be completed once the rain subsides and they finish with their emergencies.

6:30 pm Paul Dutton left the meeting.

3. The Commissioners reviewed and commented on two Planning Board applications with upcoming hearings:
 - a. West Main Street Map 11B Lot 223 – commented that the property is outside of the water and sewer service area.
 - b. 83 Henniker Street additions – commented that the applicant will need to submit a Change of Use application to the Commissioners for review as they are intending to increase the number of seats in the restaurant.
4. The Commissioners reviewed and authorized the following:
 - a. 2023 AP Vouchers #14 W= \$76,104.79 & S= \$29,929.64
 - b. 7/13/2023 Meeting Minutes
 - c. Timecards

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

Meeting adjourned at 7:00 pm.

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes
Approved by:

Date:

Peter Mellen

Dave Lewis

Dana Clow
Water and Sewer Commissioners