

Town of Hillsborough Water & Sewer Commission
May 13, 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.

Also in attendance was Bruce Randall.

Bruce Randall approached the Commissioners to request to divert groundwater from property owned by his aunt, Carol Stratton, at 139 East Washington Road and install a 4" swale on the water treatment plant property to convey stormwater to the existing culvert. He stated that redirecting the storm water would help keep water from ponding in the roadway at the end of the driveway of 139 East Washington Road during heavy rain events.

Commissioner Dave Lewis stated that he believes that what Bruce Randall is requesting would require a drainage easement. The Commissioners explained that they would not be able to grant permission to direct his drainage to the water plant property as the Commission does not own it; the Commission only operates and maintains the property. They explained that the Selectmen administer the property on behalf of the Town and would need to approve such requests. Or, if he chose to redirect it to the culvert between the driveways of the 2 properties, he would need to contact NHDOT as it is a state roadway.

Bruce Randall expressed frustration with that information and stated that in the past he had not had good luck with requesting help from the Town or NHDOT as each said it was the others issue. He asserted that he had to get the governors office involved to get a previous issue resolved.

Commissioner Peter Mellen reiterated that the Commission cannot give permission however, they could make a recommendation to the Selectmen.

The group reviewed Bruce Randalls conceptual plan with him and gave him their suggestions. The Commissioners suggested that Bruce Randall request a drainage easement from the Town. They suggested that he create a plan that shows the field measurements of where he proposes the swale alignment to be installed and to submit it to the Commissioners for review. Once the Commissioners agree with the plan, they will be able to write a recommendation letter for Bruce Randall to submit with his drainage easement request to the Selectmen. Bruce Randall agreed to create a plan for the Commission to review.

6:45 pm Bruce Randall left the meeting.

Commissioner Peter Mellen stated that he had spoken to George Eccardt regarding the mowing of the section of cross-country water line easement through the property of 109 Jones Road. George Eccardt advised Commissioner Peter Mellen that he has not been able to mow that section of the property since the gate on Bible Hill Road was installed for the 2004 replacement water line as the gate is too small to get his equipment through.

Submitted quotes to repair the hatches at the Bible Hill water reservoir were reviewed and discussed. Commissioner Peter Mellen motioned to approve the quote from Mass Tank to refurbish the four existing concrete hatches at the Bible Hill water reservoir for \$52,995.00. Commissioner Dave Lewis seconded the motion. All voted in favor.

A discussion was held regarding the current stock of 14" water valves the water department has. The Commissioners agreed they would like to have two (2) in stock when the Church/West Main Street valve replacement project occurs in case a second gate valve is needed as there can be a bit of a lead time to receive a 14" gate valve. The Commissioners request that Cody Boisvert order a second 14" valve to be in Hillsborough water departments stock in time for the Church/West Main Street valve replacement project. Delivery should be coordinated with the Matthewson Company's gate valve replacement schedule.

The Commissioners reviewed and signed a letter with their comments addressing EPA's recent correspondence regarding the proposed wastewater general permit. The Commissioners comments included noting that the general permit would have a significant increase in laboratory testing cost and time. The Commission advised EPA in the letter that they intend to discharge under their existing NPDES Permit No. NH0100111 which expires on October 31, 2024 and does not desire the WWTF to be included under the NPDES General Permit No. NHG580000 that affects 66 individual NH and MA facilities at this time.

The Commissioners reviewed and discussed the estimate from Underwood Engineers to review the recent IUP application from OSRAM Sylvania. All agreed that the cost to review the application should be paid by the applicant. The Commissioners will send a letter to OSRAM advising them of the estimated cost and notify OSRAM that once a check is received to cover the costs of the review, the Commissioners will authorize Underwood Engineers to proceed.

Underwood Engineers ESR 32 for 2021 OSRAM IUP Implementation for \$3,500 was reviewed. Commissioner Peter Mellen motioned to approve ESR 32 as submitted. Commissioner Dave Lewis seconded the motion. All voted in favor.

Underwood Engineers ESR 33 for Dascomb Water Loop Routing Feasibility Evaluation for \$4,000 was reviewed. Commissioner Dave Lewis motioned to approve ESR 33 as submitted. Commissioner Chris Sieg seconded the motion. Commissioner Peter Mellen abstained. Motion passed.

A request from a realtor representing Terry Thomas, owner of property Map 110 (Penny-please verify Map #) Lot 152 at the end of Harvey Way, for a letter stating that the property can be connected to water and sewer municipal services was discussed. The Commissioners agreed to send Terry Thomas a letter stating that currently water and sewer utilities would be available to the property.

Correspondence from Town Planner, Robyn Payson, requesting a representative from the water and sewer commission attend the initial Hazzard Mitigation update meeting on Monday, May 24, was discussed. Commissioner Chris Sieg will attend the first meeting on the 24th and determine what level of participation will be required in the future.

Commissioner Chris Sieg advised the other Commissioners of a recent issue at the West Main Street pump station due to a failing sensor that controls the pumps. A discussion was held regarding possible secondary sensor backup. Commissioner Chris Sieg will continue to look into alternative backup options.

The Commissioners reviewed and authorized the following:

- 2021 AP Vouchers #9 W=\$11,257.38 S=\$10,598.31
- 4/27/2021 Meeting Minutes

- Timecards
- 2021 2nd Issue Billing Warrants Water H - \$152,513.59, Water D - \$2,448.27, Sewer - \$207,160.80

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

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

Chris Sieg

Dave Lewis
Water and Sewer Commissioners