

Town of Hillsborough Water & Sewer Commission
May 30, 2019 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 group discussed an invitation from the Chamber of Commerce to attend the June 11th breakfast meeting to “discuss the recent EPA expansion approval and what it means for Hillsborough.” All agreed that as the permit has not been formally issued by EPA it would be premature to attend at this time. Commissioner Sieg suggested that a Commissioner attend meetings like these in an effort to help correct a lot of misinformation that is out there regarding water and sewer. As the Chamber Meeting is held at 8 a.m., the Commissioners will have to check their personal business schedules to see if anyone is able to attend.

Correspondence was reviewed and discussed from Cole Melendy of Underwood Engineers regarding current discussions with Michelle Barden of EPA on the topic of the requested pilot study time. The Commissioners approved Mr. Melendy’s proposed response to address Ms. Barden’s questions.

A Change of Occupancy form for 5 West Main Street was reviewed. Penny Griffin advised the Commissioners that Paul Dutton had inspected and approved the grease trap. Commissioner Lewis motioned to approve the Change of Occupancy for the Roasted Root at 5 West Main Street. Commissioner Mellen seconded the motion. All voted in favor.

A discussion was held regarding the recent construction happening at Ming Du restaurant and if the new area will add more seating that could affect the current amount of sewer discharge approved for that location. All agreed that an actual count of the seating will need to be done once the renovations are complete.

Commissioner Mellen asked Mrs. Griffin the status of the annual easement mowing project. She stated that she will be working with Paul Dutton to prepare the bid notice for publication in June with bid opening in July.

The Commissioners reviewed and authorized the May 9, 2019, meeting minutes; 2019 AP vouchers #10 for water and sewer; and, time cards.

Commissioner Sieg reported that repair and reinstallation of the bubbler in Butler Park is complete.

The group discussed the proposed relocation of the Commission office space. All agreed the group should meet with the Selectmen to discuss any renovations, which will be responsible for what tasks and the logistics of it all. Penny Griffin will contact Laura Buono to ask her to add the Commissioners to the Selectmen’s June 11 meeting agenda.

The group reviewed a screen print design proof for t-shirts for the water and sewer staff. Commissioner Mellen will follow up with Premier Printing.

Commissioner Lewis motioned to adjourn the meeting. Commissioner Mellen seconded the motioned.

All voted in favor.

Meeting adjourned 8:00 pm

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes
Approved by:

Date:

Peter Mellen, Chairman

Chris Sieg

Dave Lewis
Water and Sewer Commissioners