

**Hillsborough NH Water and Sewer Commissioners**  
**April 11, 2013 Meeting Minutes**

The meeting was called to order at 6:00 pm

Present: Commissioners Doug Parker, Peter Mellen and Herm Wiegelman; Paul Dutton, WWTF Operator; and Penny Griffin, Administrator.

Paul Whittemore, of New England Backflow, arrived at the meeting. The current status of the backflow for Oxbow Campground was discussed. Commissioner Parker asked what level of hazard the property is assessed at. Paul stated that it is considered a high hazard and therefore, a RPZ backflow is required. A discussion was held regarding the different degrees of hazard and what is required of each.

Tom Irving, of Oxbow Campground, arrived at the meeting. Possible resolutions to bring the backflow into compliance were discussed. Commissioner Wiegelman motioned to allow a RPZ backflow to be installed on the existing water line going to the campground. The water line in an existing pit will need to be brought up above the pit where the RPZ backflow will be installed and enclosed as an RPZ backflow can not be installed in a pit. Also, should any change of use be requested, a more permanent resolution will be required. Commissioner Mellen seconded the motion. All voted in favor; Commissioner Parker abstained. Tom Irving will work with Paul Whittemore to complete the installation.

Tom Irving and Paul Whittemore left the meeting.

Paul Dutton advised the Commission that the current flows into the plant are very high. He also stated that the pH levels have been inconsistent. A discussion was held regarding the upcoming sampling that will be done for the new chemical process. Paul stated that he is having a hard time finding the materials that Rene LaBranche is requesting for the sampling lines. He will continue to work with Rene to resolve this issue.

Paul advised the Commissioners that the screw pumps are due to be delivered and installed in the beginning of May.

A discussion was held regarding the local limits that Stantec has been working on. Penny advised the Commissioners that Rene LaBranche has asked to attend the May 9 meeting to review and discuss their current local limits draft. The Commissioners asked Paul Dutton to obtain the requirements from EPA in regards to setting local limits.

A discussion was held regarding the current Safe Routes to School sidewalk project.

Paul Dutton left the meeting.

The Commissioners reviewed a change of use application for a new business looking to go into 27 West Main Street. Commissioner Wiegelman motioned to accept the change

of use as presented. Commissioner Mellen seconded the motion. All voted in favor.

The Commissioners reviewed and approved AP vouchers, time cards, and past meeting minutes.

Commissioner Wiegelman motioned to adjourn the meeting. Commissioner Mellen seconded the motion. All voted in favor.

Meeting was adjourned at 9:30 pm.

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes  
Approved by: Date:

Douglas Parker, Chairman

Peter Mellen

Herm Wiegelman  
Water and Sewer Commissioners  
Town of Hillsborough