

**Hillsborough NH Water and Sewer Commissioners  
May 28, 2013 Meeting Minutes**

The meeting was called to order at 6:00 pm

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

The Commissioners discussed the recent sewer line back up that resulted in damage to a home on Blair Avenue. Commissioner Parker stated that he has been in contact with our insurance company and will be forwarding them information as they are handling the claim with the homeowner.

6:30 Dave Edson of Hoyle, Tanner and Associates; Steve Wolfe, Rotem Arad and Rob Trzepacz of Atlantium; and, Keith Gilbert of Water System Operators, arrived at the meeting.

The UV equipment award approval letter issued by NHDES was reviewed and discussed. Dave Edson suggested that the best way to proceed is to have Atlantium build the units and forward them to the third party testing facility for final validation. Steve Wolfe stated that Atlantium is very confident that their system will work; they would not have agreed with NHDES terms of the award letter if they were not confident. Dave Edson reminded the Commissioners that a full performance bond will be issued on the project. Project timing was discussed. Atlantium stated that it will take about (4) weeks to have all shop drawings submitted for review; once approved it will take about three 3 weeks to build the units and then about a month for the independent testing. The Commissioners asked Dave Edson what is their risk level of having to start over if the Atlantium system does not meet the standards. Dave stated that in that worst case scenario some engineering may have to be redone but he reiterated his confidence in the Atlantium system being validated. Dave stated that Atlantium has spent a lot of time and will be spending a lot of money of their own to prove their system works. Steve Wolfe echoed Dave's sentiments and stated how important this project is to Atlantium as it is a launch pad for future systems to them. A discussion was held regarding the payment schedule of the UV System. The Commissioners stated that they were not comfortable with the second payment which is requested to be made at the time the units are shipped. All agreed that the 2<sup>nd</sup> payment terms can be changed to "upon confirmation by NHDES of the successful reactor testing AND shipment to Hillsborough." Commissioner Wiegelman motioned to authorize the notice to proceed letter with the agreed change to payment number 2. Commissioner Parker seconded the motion. All agreed. Dave Edson will send over the edited notice to proceed and Commissioner Parker will sign it as agreed. Once signed, Penny will mail it to Steve Wolfe and Atlantium will proceed. 7:25 pm The Atlantium representatives left the meeting.

Dave Edson advised the Commissioners that the bottom line is that Atlantium is obligated to provide a UV system that will work for the Town of Hillsborough. Dave said that he expects to have the project out to bid by late August to early September 2013 which will allow them to still meet the March 2014 system up and running deadline. Commissioner Parker asked Dave Edson about public education. A brief discussion was held regarding the timing of the education. Keith Gilbert suggested that it not be done too early. All agreed. Dave will work to pull some information together. 8:00pm Dave left the meeting.

Keith Gilbert discussed with the Commissioners the most recent round of lead and copper testing results. He stated that he had a hard time getting people to submit their samples. A discussion was held. Keith recommended retesting ten (10) sites and submitting those

samples. The Commissioners agreed.

A discussion was held regarding the issue of no water pressure at the schools while hydrant flushing is happening in that area. Keith stated that he is working with the school to find the issue. He believes that there is possibly a valve not open all the way in the area causing the issue. Keith also stated that he is working with the school to install a backflow on the ball field watering system.

The Commissioners reviewed a request for an increase in the number of units at 60-64 West Main Street. After a review of the file the Commissioners agreed that a dye test should be performed on 60 West Main Street as there are no records showing how this building is connected to the sewer main. It was also noted that a letter from the zoning board had been sent to the property owners in 2001 stating that, due to zoning, that property can not have more than four (4) apartments in each building. The owners will need to go to the zoning board first. The Commissioners asked Penny to schedule a time with the property owner to complete the dye testing.

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 9:10 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