

**Hillsborough NH Water and Sewer Commissioners
February 25, 2014 Meeting Minutes**

The meeting was called to order at 6:00 pm

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

The Commissioners opened and reviewed the two (2) submitted engineering proposals for the Butler Street sewer replacement project. Commissioner Wiegelman motioned to award to Moser Engineering the lowest bid proposal. Commissioner Mellen seconded the motion. All voted in favor.

The Commissioners reviewed and approved AP vouchers, 2014 1st issue Water and Sewer Billing Warrants, past meeting minutes, and time cards.

Paul Dutton updated the Commissioners of the status of the wastewater treatment facility and Rene LaBranche's testing program of the new chemical system. He advised the Commissioners that new variable-frequency drives (VFD) have been installed on the screw pumps and he expects to see a drop in the electric bill from this change.

6:35 pm Paul Dutton left the meeting.

Dave Edson of Hoyle, Tanner & Associates, and, Rob Trepezac, Rotem Arad and Phyllis Butler Posy of Atlantium arrived at the meeting.

Phyllis Butler Posy spoke to the Commissioners regarding improvements they are currently working on and implementing to fine tune the UV units. She thanked the commission for the opportunity to provide the Town of Hillsborough with their UV systems.

Dave Edson updated the Commissioners on the status of the project. He stated that he needs to obtain shop drawings from EII and will be contacting them tomorrow to get them and to give them a start up schedule. A discussion was held regarding an issue in the length of the cables to plug the units in. Rotem Arad assured that the issue can be easily resolved by getting the longer cable option. Also, an Atlantium technician will need to come to the site to change the cables. Rotem will get Dave the information and Dave will produce a change order.

7:15 pm Dave Edson of Hoyle, Tanner & Associates, and, Rob Trepezac, Rotem Arad and Phyllis Butler Posy of Atlantium left at the meeting.

The Commissioners reviewed water plant project reimbursement request 19, change order #1, and payroll certification 3. Commissioner Mellen motioned to approve water plant project reimbursement request 19, change order #1 and payroll certification 3; and, to authorize Commissioner Doug Parker to sign the forms outside of the meeting as he is the authorized signer for the project. Commissioner Wiegelman seconded the motion. All voted in favor.

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

Meeting was adjourned at 7:30 pm.

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes Approved by: Date:

Douglas Parker, Chairman

Herm Wiegelman

Peter Mellen
Water and Sewer Commissioners
Town of Hillsborough