

**Hillsborough NH Water and Sewer Commissioners  
October 22, 2013 Meeting Minutes**

The meeting was called to order at 6:00 pm

Present: Commissioners Doug Parker, Peter Mellen and Herm Wiegelman; Paul Dutton, Waste Water Treatment Facility (WWTF) Operator; Keith Gilbert, Water Systems Operators; and, Penny Griffin, Administrator.

Commissioner Parker motioned to go into nonpublic session at 6:00 p.m. under RSA 91A:3II (c) Reputation. Motion was seconded by Commissioner Wiegelman. All voted in favor. In attendance: Commissioner Parker, Commissioner Wiegelman, Commissioner Mellen and Paul Dutton.

Commissioner Parker moved to come out of nonpublic session at 6:40 p.m. and to seal the minutes. Motion was seconded by Commissioner Wiegelman. All voted in favor.

6:40 pm Rene LaBranche of Stantec Engineering, arrived at the meeting.

Rene LaBranche updated the Commissioners on the status of the new chemical feed operations. He stated that he will be speaking with the compliance department of New Hampshire Department of Environmental Services (NHDES) regarding the chemicals they intend to introduce to the process. A discussion was held regarding the current status of the plant and the effect that the magnesium hydroxide has had. Paul Dutton advised the group that he has submitted samples to the lab to obtain a base line. Commissioner Wiegelman asked Rene how we will know if the process works. Rene explained that even though the lead and copper measurements are minimal they should be to prove the success of the process. Commissioner Parker stated that now that local limits have been set, there may not be a metals issue to remove. Rene agreed but stated that the process may be needed if NHDES poses a phosphorus limit in the future. Rene stated that he should have some results in a month.

7 pm Herm Wiegelman, Rene LaBranche and Paul Dutton left the meeting.

Keith Gilbert discussed with the Commissioners his findings of the water pressure issue on the Depot Street water line. Possible ways to fix the issue were discussed. Keith stated that he will ask the Ted Berry Company for a quote to slip line the water line and will forward the information to the Commissioners when he receives it. Discussions were held regarding the time restraints in completing the project this year due to the winter season. The Commissioners asked Penny to find out the details of encumbering funds as that may be an option they could use.

The process of flow testing of hydrants was discussed. The Commissioners agreed this information would be beneficial to have.

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

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

Meeting was adjourned at 8:45 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