

**Hillsborough NH Water and Sewer Commissioners
June 14, 2012 Meeting Minutes**

The meeting was called to order at 6:00 pm

Present: Commissioners Doug Parker and Peter Mellen; Paul Dutton, Wastewater Treatment Facility Operator, and Penny Griffin, Administrator.

Commissioner Parker stated that in reviewing Paul's monthly report that the flows look good even with 9 days of rain in May. Paul agreed and stated that the I/I removal that has been done in the recent years seems to have helped the system a lot. Paul advised the Commissioners that the Ted Berry Company has been in town working on the point repair project. They have come across a few areas that they had intended to do point repairs that have already been done so they are reviewing their records for other areas that need a repair to do in their place.

Paul stated that he has arranged to have LJM Construction complete the manhole work on Brown Street, Church Street, Walnut Street and Childs Way.

Commissioner Parker asked Paul if there has been any more work completed on the WWTF project. Paul stated that to date there has not. Commissioner Parker stated that he has spoken with Mr. Yeager of AGS, the plumber that Rene LaBranche is looking to hire to correct the chemical building plumbing, and he is not comfortable with the information provided to him by Rene to complete the job. The Commissioners decided to continue this discussion when Rene is present to update them.

Paul Dutton advised the Commissioners that the newly repaired fine screen is already showing wear and he has contacted the Lakeside representative to ask him to visit and look at it. To date he has not heard back from him.

6:30 – OSRAM representatives, Eric Thompson, Katie Jordan and Al Lelise entered the meeting. Al Lelise updated the Commissioners with their progress and stated that they are about ready to go forward with removing the remedial water from discharging to the sewer as the Commissioners had requested. They asked the Commissioners if they still wanted to move forward with the removal as they would rather continue sending it to the town sewer. The Commissioners stated that they have made improvements to the system that has removed I/I. The Commissioners declared that they would like to review their recent records to ensure this was still the best way to go. They will discuss it at their next meeting and get back to OSRAM with their decision.

7 pm OSRAM representatives left the meeting and Rene LaBranche of Stantec entered the meeting.

Rene updated the Commissioners on the status of acquiring a plumber to remedy the chemical feed system in the new building. He stated that he had just completed getting all the information to the plumber at AGS and is waiting for them to return all pricing information. He also stated that Weston & Sampson representatives are to be on site on Wednesday to complete remaining work. Rene stated that he would be on site that day to meet with them to ensure they know all that needs to be completed. A discussion was held regarding the remaining items. Rene presented the Commissioners with a revised copy of the sewer ordinance for their review. The document was reviewed and discussed. Rene will make final adjustments to the ordinance and forward it to the Commission. Rene left the meeting at 7:45 pm.

Paul Dutton advised the Commissioners that he had received a quote from Portland Glass to remove, clean and reinstall the windows at the WWTF. He stated that if they were going to have that work done they would need to repaint the wall in the lab to regain the solar ability. A

discussion was held as to the paint requirements. Paul will continue to investigate and report back to the Commissioners.

A discussion was held regarding the manhole work needed to be done on School Street before the NHDOT paving project. Commissioner Parker stated he had made some inquiries as to companies that do this type of work. He has found that Martinez Construction is pretty popular with most contractors. Commissioner Mellen will contact NHDOT regarding the depth they will be grinding as this is information that will be needed for a company to provide a quote.

The correspondence from Ted Berry Company regarding their proposed pipe bursting project for School Street was reviewed and discussed. The Commissioners had some questions on the outline of construction responsibilities. Paul Dutton will verify the information with them tomorrow and get back to the Commissioners. Commissioner Parker motioned to approve the project pending the confirmation of construction responsibilities. Commissioner Mellen seconded the motion. All agreed.

Commissioner Parker inquired as to the status of the water meter at 25 Old Henniker Road #4 that has been removed from their system and replaced with a hose. Penny Griffin stated that the trailer owner has not picked up their certified letter from the post office yet. She requested authorization from the Commissioners to contact Attorney Hatfield to discuss further steps in this situation as the trailer owner does not own the property and we have no way to shut the water off to the trailer except to turn off the entire park. The Commissioners agreed that the situation warrants legal advice.

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

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

Meeting was adjourned at 9:00 pm.

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes

Approved by: Date:

Douglas Parker, Chairman

Peter Mellen

Water and Sewer Commissioners

Town of Hillsborough