

**Hillsborough NH Water and Sewer Commissioners  
September 13, 2012 Meeting Minutes**

The meeting was called to order at 6:00 pm

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

The Commissioners discussed the current status of the water department's finances. It was noted that usage of water is down and affecting the billings. It seems apparent that there needs to be an increase in rates. The Commissioners will look into this further and discuss again at the next meeting.

It was noted that OSRAM representatives had been on the agenda, however, they had called and rescheduled for the October 11<sup>th</sup> meeting.

The Commissioners discussed OSRAM's proposal.

6:35 pm Rene LaBranche entered the meeting.

The Commissioners asked Rene his opinion of OSRAM's request. Rene stated that at this time, there is not enough capacity available at the Waste Water Treatment Plant to meet their request. Commissioner Wiegelman stated that having them remove the discharge would gain 20,000 gpd in capacity. A discussion was held regarding the contents of the discharge OSRAM would still need to send to the sewer and its effects on the system.

Rene reported to the Commissioners that he is still dialing in the magnesium process of the WWTF project. A discussion was held regarding issues and plans to resolve them. Rene will keep the Commissioners updated.

Rene stated that he had received the email from the Town Code editors and is working on clarifying all of their questions.

A discussion was held regarding the status of the local limits project. Rene stated that he had just received the results of the initial tests. He will be reviewing them and doing more tests to compare to ensure accurate information to allow them to set the local limits.

7:15pm Rene LaBranche left the meeting

The Commissioners discussed the School Street manhole issue. Paul stated he intends to open the manhole tomorrow for a closer inspection. He will inform the Commissioners of his findings.

The sewer easement on Jefferson Drive that still needs to be cleared was discussed. Having a culvert placed to obtain better access was discussed. All Commissioners agreed that they would need to speak with Bill Goss regarding any drainage. The Commissioners asked Paul to discuss this with Mr. Goss. They also agreed to have Paul request quotes from LJM Construction and Mike Barrett.

Paul informed the Commissioners that Bill Goss informed him that Jefferson Drive will be being paved next year. The Commissioners agreed to add this information into considering the budget.

Paul Dutton informed the Commissioners that there seems to be an issue in the new building from the WWTF project. He states that when he turns the heat up in the building and the fan

turns right on sucking the heat outside. The Commissioners asked him to discuss this issue with Rene as that could get quite costly.

Commissioner Mellen stated that now the state is through with their paving the Commission should resolve the issue of Mr. Woolner's driveway. All Commissioners agreed. Commissioner Mellen will meet Paul Dutton at the site tomorrow to review what is needed and have Paul speak with LJM Construction to complete the work.

The Commissioners reviewed a change of use application for 72 Church Street to add 3 two-bedroom apartments in the connected barn. The Commissioners approved the application and requested that Penny contact the applicant to complete the State of New Hampshire Department of Environmental Services Increase Application to be submitted with a \$50.00 fee.

The Commissioners reviewed and approved time cards, accounts payable vouchers, an abatement for 44 Church Street; and past meeting minutes.

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

Meeting was adjourned at 8:35 pm.

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes  
Approved by: Date:

Doug Parker, Chairman

Herm Wiegelman

Peter Mellen  
Water and Sewer Commissioners  
Town of Hillsborough