

Hillsborough NH Water and Sewer Commissioners
March 25, 2014 Meeting Minutes

The meeting was called to order at 6:00 pm

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

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

The Commissioners discussed obtaining proposals from engineering companies to complete next years waste water collection system annual report. The Commissioners agreed to put together a request for proposal (RfP) in the near future.

6:30 pm Dave Edson of Hoyle, Tanner & Associates and Keith Gilbert of Water Systems Operators arrived at the meeting.

Keith Gilbert discussed with the Commissioners the violation notice that needs to be sent out to the public. It is the same notice that has been being sent out to public regarding the TTHM and HAA5 violations. All agreed that the notice would be sent with the May bills.

Hydrant flushing was discussed. Keith stated that NHDES would like to see flushing completed prior to the new UV and chloramines system going online. It was agreed that flushing will happen during the months of May and June.

Dave Edson presented the Commissioners with pay request 4 from Keymont Construction and SRF 20 to NHDES.

Dave presented the Commissioners a change order for longer cables for the new UV units. The Commissioners reviewed and discussed the change order. Commissioner Mellen asked Dave Edson if Atlantium would be crediting the project for the cables already purchased. Dave stated that he would ask them and get back to the Commissioners. Commissioner Wiegelman motioned to authorize the change order and have Dave check on the credit for the existing cables. Commissioner Parker seconded the motion. All voted in favor.

A discussion was held regarding the hydro pneumatic tank, conduit, and pipe hanger corrosion. Dave will speak with Keymont Construction about providing a proposal to replace these items and submit it to NHDES to see if it can be included in the current project.

Dave advised the Commissioners of a theft of fabricated pipe supports from outside the water plant. He stated that Keymont Constructions insurance company has covered the theft and will be sending a check made payable to the Town of Hillsborough and Keymont that will need to be signed and returned to Keymont to pay for the replacements.

Public education of the new chloramines and UV system was discussed. Dave Edson will put together information for the Commissioners to review. Different delivery methods were discussed.

8:15 pm Dave Edson left the meeting.

Keith Gilbert presented the Commissioners with monthly reports for review.

Keith advised the Commissioners that he had relocated the shut off for 40 Church Street service. He also advised them that he had a water main leak on a hydrant line on Central Street. The

hydrant has been bagged out of service for now and will be scheduled for repair when the ground thaws. Keith also advised them of a communications issue between the reservoir and the water plant. He explained that it has seemed to resolve itself but TDS will be investigating as they have very limited information on the lines at the reservoir.

The Depot Street water line replacement project was discussed. Connecting the water line to Cross Street was discussed. Commissioner Parker will speak with Eugene Edwards regarding the job.

Commissioner Parker advised the board that he will not be in attendance at the April 10, 2014, meeting.

Commissioner Wiegelman 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

Herm Wiegelman

Peter Mellen
Water and Sewer Commissioners
Town of Hillsborough