

**Hillsborough NH Water and Sewer Commissioners
January 10, 2013 Meeting Minutes**

The meeting was called to order at 6:00 pm

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

The Commissioners discussed the proposed Michael Black Antrim Road development. The Commissioners agreed that Mr. Black will need to attend a meeting to discuss their needs.

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

Rene LaBranche of Stantec discussed the meeting held with NHDES and EPA at the wastewater plant regarding the status of the recent project. He stated that NHDES has requested a written plan of action. Rene presented the Commissioners with a proposed plan of action. It was reviewed and discussed. Rene will submit the plan to NHDES on Friday, January 11.

Rene spoke on a concern Paul Dutton has that the magnesium hydroxide is settling in the lagoons and being sent out during high flows. Rene stated that there is not enough velocity in the discharge to push the magnesium hydroxide out; therefore, there is no concern.

Rene stated that during the meeting, Herm Wiegelman had asked if the chemical could be run at a low, consistent flow, and Stantec is reviewing that option. NHDES had suggested that they wait until spring to continue trying to dial in the new chemical system. All agreed that would be best.

Rene stated that he has spoken with the pump manufacturer regarding the failure of the new pumps. He stated that there had been a bad batch of controls but did not think Hillsborough's were part of that batch. Rene has asked them to research our pumps and they will be issuing a letter to the Commissioners regarding their concerns.

Rene has also spoken with the Overhead Door Company and they are coming out to fix the issue the door on the new building has.

Rene is working on fixing the new furnace as it has shut off twice now.

The final disbursement request to NHDES for the wastewater treatment facility project was submitted the Commission and reviewed. The Commissioners will forward to the Selectmen for signature.

Rene presented the final retainage release pay request to the Commissioners. He explained that he has been unable to obtain complete lien waivers from all subcontractors as there is one that is not paid in full. Rene suggests that the Commissioners keep \$5,000 of the retainage money to pay to have Rusty Sullivan repair the diffuser in the spring. Two checks would need to be cut for the remainder of

the funds; one in the amount owed to the subcontractor made payable to both subcontractor and Weston and Sampson; and the second to Weston and Sampson for the remainder plus any interest. All agreed. The Commission will forward the pay requests to the selectmen for their approval and payment.

A discussion was held regarding the status of the local limits project. Rene stated that they are still working on it and will continue to keep the Commission updated.

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

Meeting was adjourned at 8:00 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