

Town of Hillsborough Water & Sewer Commission
October 12, 2023 Meeting Minutes

The meeting was called to order at 6:00 p.m. Present were Commissioners Peter Mellen and Dave Lewis; and Penny Griffin, Water and Sewer Administrator.

1. The group listened to an excerpt of a Planning Board meeting recording, dated September 6, 2023, as provided by Riché Colcombe regarding the Water and Sewer Commission. It was noted that there seems to be questions and misinformation that some planning board members have in regard to what the Commissioners do and plan to do in the future. The Commissioners agreed that they would attend the Planning Board meeting on Wednesday, October 18, to answer any questions the members may have and to advise them of Commissioners plan to focus on the replacement of sewer mains to reduce inflow and infiltration in an attempt to reserve more capacity for actual sewer flows. The Commissioners asked Penny Griffin to upload the Sewer Asset Management Plan onto the water and sewer website so they can direct Planning Board members, Economic Development Committee (EDC) members, and anyone else who may be interested in the status of the sewer system to the information.
2. Commissioner Peter Mellen stated that he spoke with Riché Colcombe, an EDC member, and requested that if the EDC would like to meet with the Commissioners, it is requested that they plan it for an evening meeting as the Commissioners cannot make it to 8am weekday meeting due to their personal work schedules.
3. The Commissioners reviewed a Change of Occupancy form for 8 School Street. The new realtor's office is noted for the file. There are no changes to the current sewer units for the space.
4. A proposal to apply ceramic coating on new vehicles to address potential paint damage from the Ferric chemical used at the WWTF was reviewed and discussed. The Commissioners authorized the ceramic coating of the Water and Sewer 2022 Ford F350 and the 2019 Ford F250. Per the vendor, the ceramic coating, if maintained properly, will last 3 to 5 years before needing reapplication. The Commissioners will evaluate the effectiveness of the ceramic coating on the Water and Sewer vehicles at 3 years.
5. The Commissioners agreed to offer the ceramic coating option to water operator, Cody Boisvert as a resolution to his complaint of Ferric spots on his 2021 white Jeep Rubicon. The offer is in conjunction with the ceramic coating application of the two Water and Sewer vehicles. A release will be drawn up for Cody Boisvert to sign releasing the Commission of any liability of issues that may arise directly or indirectly from the application of the ceramic coating.
6. The Commissioners reviewed and authorized the following:
 - a. 2023 AP Vouchers #18 W= \$184,909.28 & S= \$34,403.14
 - b. 9/26/2023 Meeting Minutes
 - c. Timecards
 - d. Sand Replacement Capital Reserve refund request letter to the Trustees of Trust Funds

Commissioner Dave Lewis motioned to adjourn the meeting. Commissioner Peter Mellen seconded the motion. All voted in favor.

Meeting adjourned at 8:00 pm.

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes
Approved by:

Date:

Peter Mellen

Dave Lewis
Water and Sewer Commissioners