

Town of Hillsborough Water & Sewer Commission
October 27, 2020 Meeting Minutes

Meeting called to order 6:00 p.m. Present were Commissioners Peter Mellen, Chris Sieg and Dave Lewis; and, Penny Griffin, Administrator.

The Commissioners reviewed and authorized the following:

- October 8, 2020 meeting minutes
- 2020 AP vouchers #20
 - o Water \$10,888.28
 - o Sewer \$14,373.72
- Timecards

The Commissioners reviewed a request from Jay Schechter, owner of 83 Henniker Street, for a waiver of the demand to remove a sump pump from the sewer service per the Code of the Town of Hillsborough 181-20. In an effort to assist the local business resolve the issue, the Commissioners request that Paul Dutton, wastewater operator, review the area around 83 Henniker Street for possible catch basins. If a catch basin exists near 83 Henniker Street, the Commissioners will discuss the situation with the selectmen and inquire about the possibility for the property owner to discharge the sump pump water into it. The Commissioners will continue discussions when they have more information to review.

Commissioner Dave Lewis reported that he has been in conversations with RH White Construction to request an updated quote to install a grinder at the West Main Street pump station. He stated that he will review the proposed project and provide updated requirements which he will send to Paul Dutton for review and input and then to RH White Construction for an updated quote.

Penny Griffin advised the Commissioners that the second round of water main flushing will not be able to be completed this year due to the continued water trucking schedule for the Emerald Lake water supply.

A discussion was held regarding the current water trucking schedule and contract with the Emerald Lake Village District. The Commissioners agreed that the contract should be reviewed and updated. Commissioner Peter Mellen will review the current contract and provide a draft of an updated contract to be discussed at the next meeting.

The group discussed the current process of verification of grease trap cleaning. Penny Griffin stated that the current process is to send out letters to the property owners requesting proof of the most recent grease trap cleaning. Typically copies of vendor invoices are received showing the date of the service and any comments the vendor has regarding the grease trap. The possible need for inspections of the devices were discussed. Commissioner Chris Sieg will check with Paul Dutton for his thoughts on inspections.

Penny Griffin advised the Commissioners that Cody Boisvert and Paul Dutton have requested to purchase a compactor and trailer to assist in repairs and/or maintenance of the systems in roadways when they must be dug up. The cost will be split between the water and sewer budgets. They will store it on the trailer in the garage at the reservoir. The group discussed a tailgate lift as a possible alternative to the trailer; however, it was determined that the cost for a tailgate lift would be much more than the trailer. The Commissioners

approved the purchase.

Commissioner Peter Mellen motioned to adjourn the meeting. Commissioner Dave Lewis seconded the motioned.

All voted in favor.

Meeting adjourned 7:45 pm

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes
Approved by:

Date:

Peter Mellen, Chairman

Chris Sieg

Dave Lewis
Water and Sewer Commissioners