

Town of Hillsborough Water & Sewer Commission
September 12, 2019 Meeting Minutes

Meeting called to order 6:00 p.m. Present were Commissioners Peter Mellen, Chris Sieg, and Dave Lewis; Paul Dutton, WWTF Operator; Cody Boisvert, water system operator; and, Penny Griffin, Administrator.

Selectman Jon Daley was also in attendance.

A discussion was held regarding maintenance of the wood trim on the water plant. Cody Boisvert stated that the trim does not appear to need any carpentry work; it needs scraping and painting. He stated there is also a piece of the siding that needs to be reattached. The group discussed when the project should be completed. All agreed that it could be done this fall or next spring and would ultimately be decided by the availability of a painter. The group agreed to obtain quotes for the painting and continue the discussion at a future meeting.

Cody Boisvert reported that the flushing of the water mains will begin in two (2) weeks.

The group discussed the replacing of the valve at Church and West Main Street. Cody stated that he plans on completing that project next spring.

Commissioner Lewis asked Mr. Boisvert if he has completed the sampling for four per- and polyfluoroalkyl substances (PFAS); Perfluorohexane sulfonic acid (PFHxS), Perfluorononanoic acid (PFNA), Perfluorooctane sulfonic acid (PFOS), and Perfluorooctanoic acid (PFOA). Cody that he has not but will be doing so in October per the new State of New Hampshire requirement.

Paul Dutton reported that Ted Berry Company will begin cleaning and inspecting sewer mains in two (2) weeks and then begin completing repairs the following week. Mr. Dutton advised that the Ted Berry Company now has the ability to cut out intruding service lines. He stated that there are some areas in need of repair that have been unreachable due to such intruding services which are now on the repair schedule.

The repair options of pipe bursting and cured in place were discussed.

Paul Dutton advised that he had Henniker Sewer & Drain clean out the old sewer line on River Street. He stated that he intends on asking the Ted Berry Company if they can camera the main while they are here; he is not sure they can as there is no upstream manhole to act as an exit point and they typically require two (2) manholes, for entrance and exit, to camera.

Mr. Dutton stated that he will also ask them to do the same for an old sewer main located in Holman Street.

The group discussed the status of the chemical feed start up pilot. Paul reported that he has ended the pilot study and he is now operating the plant per the new permit now that it has been issued. Mr. Dutton stated that he has been able to use much less chemical than originally thought. Commissioner Mellen asked if Paul thinks the system may be able to be turned off at times. Paul replied that he would be concerned with completely turning it

off as start up can take some time which could potentially cause some issues. A discussion was held regarding sludge removal. Paul Dutton stated that over the winter he is going to look into different options for removing sludge from the lagoons and will report back to the commission for future planning.

The status of clearing and mowing easements was discussed. Paul stated the Colonial Heights easement has an issue with beaver dams and suggested the Commissioners walk it to decide what they would like to do.

The Bible Hill neighborhood streets have not yet been paved with binder course. Paul related that many manholes needed the cone segments replaced but that neither Central nor Michie makes a product to match, so concrete riser rings were installed instead.

Commissioner Mellen asked Selectman Daley if the town knows which roads are being paved in 2020 yet. Selectman Daley stated he did not know. The group discussed the benefits to the town as a whole to coordinate town paving and water and sewer line rehabilitation projects; with the Commissioners emphasizing that water and sewer rehabilitation projects minimally would need a complete year in advance notice to prepare for such projects.

Commissioner Mellen asked Selectman Daley if the sidewalk project is still on schedule. Selectman Daley replied that it is still on schedule for 2020. The Commissioners advised that they have not heard from the engineers of the project regarding the impact of the sewer manholes which some appear to be where they intend the sidewalk to go. Selectman Daley stated he would mention their concern to the Town Planner.

A discussion was held regarding a job description and advertisement for the open position with the water and sewer department. Cody Boisvert and Paul Dutton will draft a job description and submit it for Commissioner review.

8:00 pm Paul Dutton and Cody Boisvert left the meeting.

The Commissioners reviewed a request from the owner of 3 Henniker Street to reduce the number of sewer units being billed to his property from two (2) to one (1). The Commissioners determined that there are currently two (2) commercial businesses operating in the facility; therefore, Code § 181-51 (2) of the Town of Hillsborough applies when determining the number of sewer units billed. Code of The Town of Hillsborough § 181-51 (2) reads as follows:

Each multiple-use building, other than a boardinghouse, nursing home, tourist home, hotel or motel, with which space is allocated for business or professional offices, commercial occupancy or apartments shall be charged at the rate of one unit for each dwelling unit, apartment unit, professional business or commercial space allocation.

Commissioner Lewis motioned to deny the request for a reduction in the number of sewer units charged to 3 Henniker Street. Commissioner Sieg seconded the motion. All voted in favor.

The Commissioners reviewed a request to reduce the number of sewer units being

charged to the laundromat at 1 Park Street as they discontinued 5 washers. Paul Dutton inspected the premises on September 11, 2019 and verified that there are currently only eight (8) washers as the discontinued five (5) have been encased in a wall. Commissioner Lewis motioned to approve the reduction in the number of sewer units being charged for the washers from thirteen (13) to eight (8) noting that should they ever want to install more they would need to apply to the Commission for an increase. Commissioner Sieg seconded the motion. All voted in favor.

The Commissioners reviewed and authorized the August 27, 2019, meeting minutes; 2019 AP vouchers #17 for water and sewer; and, timecards.

Commissioner Sieg motioned to adjourn the meeting. Commissioner Lewis seconded the motioned.

All voted in favor.

Meeting adjourned 9:30 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