

Town of Hillsborough Water & Sewer Commission
September 8, 2022 Meeting Minutes

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

A Change of Use for 5 Depot Street was reviewed and discussed. It was noted that the Zoning Board of Adjustment approved a special exception to allow the conversion of a mixed-use dwelling to a single-family dwelling at 5 Depot Street on April 15, 2022. The Commissioners approved the change of use. The number of sewer units for the property will reduce from 6 to 1 to reflect the change for future billing. An abatement of \$600 (5 units at \$120 each) for the amount billed on August 18, 2022, for service between May 1, 2022, and July 31, 2022, will be prepared for signature at the next meeting.

A Change of Use for 41 Henniker Street was reviewed and discussed. The change was approved as follows:

- Suite 1 (currently billed 12 sewer units), 2 (currently billed 1 sewer unit), 6 (currently billed 1 sewer unit), and 7* (currently billed 1 sewer unit) have been combined are now 1 storage business and are requested to eliminate 14 units so only 1 will be charged going forward.
- Suite 3 is still its own suite and therefore 1 sewer unit will be charged
- Suite 4 is the laundromat billed 20 sewer units
- Suite 5 is Taco Beyondo billed 2 sewer units (a 24-seat restaurant) and will remain unchanged

- * - Suite 7 will still be billed for its water line as previously discussed

And will receive the following for future bills by account:

- Account service #4129 41 Henniker Street includes Suite 1/2, 3, 5, 6 and 7*(*sewer only) water by usage and 4 sewer units

- Account service #2369 37 Henniker Street (aka Suite 7) will only be billed for the water line

- Account service #4130 45 Henniker Street (aka Suite 4 Laundromat) will be billed water by usage and 20 sewer units

A Change of Use for 27 West Main Street was reviewed and discussed. The change to add a second retail/12seat event space was approved. The number of sewer units billed to the property will increase from 3 to 4; 2 retail spaces and 2 apartments.

The Commissioners discussed to possible need for a new tractor and possible options. No decisions were made. They will continue discussions at future meetings.

A discussion was held regarding the valve and gear box at the Bible Hill water reservoir that is in need of repair. Commissioner Dave Lewis will follow up with water operator, Cody Boisvert.

The group reviewed and approved a public notice informing of an upcoming vacancy on the board of commissioners and for interested parties to fill the vacancy to submit a letter of interest.

The Commissioners reviewed and authorized the following:

- 2022 AP Vouchers #16 W=\$15,844.09 and S=\$18,172.17
- 8/23/2022 Meeting Minutes
- Timecards

Commissioner Chris Sieg motioned to adjourn the meeting. Commissioner Dave Lewis seconded the motion.

All voted in favor.

Meeting adjourned 7:45 pm.

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes
Approved by:

Date:

Chris Sieg

Dave Lewis
Water and Sewer Commissioners