

## **Town of Hillsborough Water & Sewer Commission February 23, 2021 Meeting Minutes**

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

Private hydrant maintenance responsibility was discussed. Penny Griffin reported that in conjunction with water operator Cody Boisvert and Fire Chief Ken Stafford the following proposed private hydrant maintenance program has been developed:

- Prepare a list of private hydrants on the system;
- Contact the property owners where the private hydrants are located to schedule an appointment in the spring to meet with Cody Boisvert and Chief Ken Stafford at the hydrant;
- At that meeting they will have the property owner flow the hydrant and they will inspect it to ensure it is in proper working order;
- They will work with the property owner to create reporting procedures for required future annual maintenance by the property owner.

The Commissioners agreed with the proposed procedure. They also noted that it is ultimately the fire departments responsibility to ensure private hydrant maintenance is being completed and sharing that information with the water department ensures the drinking water system is protected from faulty hydrants.

The Commissioners requested that Penny Griffin check with Town Administrator Laura Buono to see what legal counsel the Selectmen would like to use to create the deed for the lot line adjustment at the Bible Hill reservoir property approved at the last meeting.

The Commissioners reviewed and authorized the following:

- 2021 AP Vouchers #4 W=\$19,299.20 S=\$7,556.03
- 2/11/2021 Meeting Minutes
- Timecards
- Abatements for 20 Old Henniker Road #3 Water = \$71.40 Sewer \$68.90
- Abatement for 5 Brown Street Water =\$1.44
- Underwood Engineers ESR 29 – WWTF – Groundwater Compliance Services \$15,000
- Underwood Engineers ESR 30 – Collection System O&M Annual Reporting Assistance \$3,000

Commissioner Chris Sieg relayed information from a recent remote meeting with OSRAM representatives – Albert Lelis, Andy Maloney and Anthony Picone, Ronald Breton and Tanya Justham of GZA GeoEnvironmental, Inc., Alexis Rastorguyeff, PE, SE III - NHDES, Industrial Pretreatment Supervisor, Zach Lorch – NHDES Hazardous Waste Management Bureau, Paul Dutton – Hillsborough Wastewater Operator, and Cole Melendy – Underwood Engineers. He advised the group that OSRAM will be submitting a new Industrial permit application by March 26 to include all of their new processes instead of submitting supplements to their previously submitted application. A discussion was held regarding who should pay for the engineering review of the application. All agreed that the cost of the review should be charged to OSRAM as part of the application process.

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

seconded the motioned.

All voted in favor.

Meeting adjourned 7:15 pm

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes  
Approved by:

Date:

Peter Mellen

Chris Sieg

Dave Lewis  
Water and Sewer Commissioners