

**Town of Hillsborough Water & Sewer Commission
December 28, 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.

The group discussed the recent meeting with the Selectmen. Commissioner Mellen stated that he felt it was a productive meeting. The Commissioners discussed possible ways of providing the Selectmen an assessment of the sewer infrastructure showing the sewer mains that are most in need of being lined or replaced in an effort to coordinate future projects with the highway department. The Commissioners reviewed some preliminary sewer system maps from the draft asset management report being created by Underwood Engineers as a possible tool once the report is complete.

Commissioner Mellen stated that highway foreman Ernie Butler, contacted him to advise that if there is money left over in his paving budget in 2022, he intends to pave Harvey Way which would impact both water and sewer budgets by requiring raising castings.

The group revisited the topic of upgrading the water main under Harvey Way to facilitate creating a water system loop to the H-D School complex via Harvey Way. All agreed that it would not be feasible to complete such a project in such a short timeframe before the possible paving by the highway department late this year.

The American Rescue Plan Act (ARPA) grant applications were discussed. All agreed to have Commissioner Dave Lewis and Penny Griffin continue working with Underwood Engineers to complete the applications and submit them by the January 7, 2022, deadline.

The Commissioners reviewed and approved the Commissioners statement for the 2022 Town Report.

A proposal from Hallmark Copier for a new copier in the amount of \$2,160 was discussed. Commissioner Chris Sieg motioned to accept the proposal. Commissioner Dave Lewis seconded the motion. All voted in favor.

The Commissioners reviewed and authorized the following:

- 2021 AP Vouchers #22 W=\$27,417.49 S=\$34,657.09
- 12/9/2021 Meeting Minutes
- Timecards

Commissioner Chris Sieg motioned to adjourn the meeting to attend the Conservation Commissions meeting at the police station at 7:30 pm. Commissioner Dave Lewis seconded the motion.

All voted in favor.

Meeting adjourned 7:25 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