

Town of Hillsborough Water & Sewer Commission
June 28, 2022 Meeting Minutes

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

Also in attendance was Leigh Bosse.

Leigh Bosse was in attendance to discuss possible water service for one proposed lot of his Dascomb Road subdivision he is working on. The size of the lot was discussed as it appears it would not be big enough for a septic system. Leigh will discuss with his engineer.

The group also discussed Leigh Bosse's Butler Avenue property and how it could connect to the sewer main. The Commissioners advised Leigh Bosse that the connection would have to be made 8-feet to the west of the existing manhole in Butler Avenue. Peter had supplied relevant elevations to Leigh and his engineering consultant.

6:30 pm Leigh Bosse left the meeting.

A Change of Use application for 38 West Main Street was reviewed. A 1-bedroom apartment is being added and a tank fire suppression system is proposed. Commissioner Peter Mellen motioned to approve the Change of Use application as submitted; the number of sewer units being billed to the property will increase from 3 to 4. Also noted was a requirement to install the recommended hose bib vacuum breaker on the silcock when filling the fire suppression/sprinkler tank as recommended by our contracted backflow survey/testers, New England Backflow. Commissioner Dave Lewis seconded the motion. Motion passed.

A Change of Use application for 136 Henniker Street was reviewed. A new 60 x 80 building to be used for sales is presented on the application. Commissioner Dave Lewis motioned to approve the Change of Use application as submitted; the number of sewer units to be billed will be 1 unit as the building is a dry goods store. Commissioner Chris Sieg seconded the motion. Motion passed.

A Change of Use application for 27 West Main Street was reviewed. The applicant reports the restaurant space of the building has had the kitchen items removed and is no longer able to be a restaurant; the space will now be used for computer sales and service. Commissioner Peter Mellen motioned to approve the Change of Use application as submitted; the number of sewer units being billed to the property will decrease from 5 to 3 (1 retail space and 2 apartments). Commissioner Chris Sieg seconded the motion. Motion passed.

The Commissioners reviewed and authorized the following:

- 2022 AP Vouchers #12 W = \$16,148.67 S = \$19,890.08
- 6/9/2022 Meeting Minutes
- Timecards
- Abatements for 171 West Main Street – property taken by Tax Deed

NON-PUBLIC SESSION

Commissioner Peter Mellen moved to enter into nonpublic session at 8:30 p.m. under RSA 91A:3II (a) compensation of employees. The motion was seconded by Commissioner Dave Lewis. Motion passed unanimously. In attendance were Commissioners Peter Mellen, Chris Sieg and Dave Lewis; and, Penny Griffin, Administrator. The Commissioners discussed compensation for part-time on-call employees. Commissioner Peter Mellen motioned to come out of nonpublic session at 8:45 p.m. Motion was seconded by Commissioner Chris Sieg. Motion passed.

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

All voted in favor.

Meeting adjourned 8:45 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