

**Town of Hillsborough Water & Sewer Commission
February 9, 2023 Meeting Minutes**

Meeting called to order at 6:00 p.m. Present were Commissioners Peter Mellen, Dave Lewis and Dana Clow.

1. A Change of Use application for 6 Intervale Drive was reviewed. The request is to change from the current approved use of retail to a gym with no shower facilities; just restrooms. The building is not connected to Town sewer, so no sewer requirements need to be met. It is connected to Town water service. A gym is not considered a high hazard to the water system and therefore no backflow regulations apply. The Commissioners approved the application as submitted.
2. A Change of Occupancy form for 166 West Main Street was reviewed. The new business is a retail business and therefore, no new requirements need to be met. The Commissioners accepted the Change of Occupancy information for their records.
3. The Commissioners reviewed and authorized the following:
 - a. 2023 AP vouchers #3 water = \$51,928.33 & sewer = \$26,057.20
 - b. 2023 1st Issue Billing Warrants Water H - \$158,801.17, Water D - \$1,854.83, and Sewer - \$207,741.72
 - c. 2023 Lien Warrant \$26,650.45
 - d. 1/24/2023 Meeting Minutes
 - e. Timecards

Commissioner Peter Mellen motioned to adjourn the meeting. Commissioner Dave Lewis seconded the motion. All voted in favor.

Meeting adjourned at 7:00 pm.

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes
Approved by:

Date:

Peter Mellen, Chairman

Dave Lewis

Dana Clow
Water and Sewer Commissioners