

**Town of Hillsborough Water & Sewer Commission**  
**August 27, 2024 Meeting Minutes**

The meeting was called to order at 6:00 p.m. Present were Commissioners Peter Mellen, Dave Lewis and Dana Clow. Adm. Penny Griffin had personal matters to attend for.

Also in attendance was Mike Tardiff, Central NH Regional Planning (CNHRP)

1. Mike Tardiff explained that CNHRP was assisting the Town of Hillsborough in applying for planning grants in conjunction with Epsom and Henniker in the amount of \$70,000.
  - The study cost was based on an estimate supplied by Underwood Engineers several years ago for the Hillsborough portion.
  - The scope focus is not intended to be limited to the Rte. 9 Gateway Corridor, west of the Rte. 31 intersection, nor the Rte. 202 "Walmart Hill", but can include other portions of the Town.
2. Dascomb Road application Planning Board application comments – The applicant will need to apply for a Water Change of Use for a new day-care business.
3. May 012/ Lot 113: This is known as Joe Kelly's Auto who is proposing a storage building or auto repair facility. The applicant should indicate which use will be intended. It was noted that the Hillsborough Planning Board has had similar concerns regarding intended use.
4. Park & Whittemore easements: Com. Peter Mellen sent revised easement descriptions to Underwood Engineers.
5. Contact Tank: The vendor's internal QA field review indicated that the lining application was not meeting their expectation and requested that they be permitted to remediate the substandard work, understanding that it will likely take place next season. Commissioner Peter Mellen expressed concern that HWSC should not be charged for this warranty work. Adm. Penny Griffin should follow up with the vendor.
6. A proposal from Operator Alex Mellen identifying removal of the unused West Main St. Pump Station genset for additional compensation was reviewed and taken under advisement.
7. The following were reviewed and authorized:
  - 2024 AP Voucher #15 W = \$ 24,422.54 & S = \$ 35,717.26
  - 2024 3rd Issue Billing Warrants Water H - \$252,818.15, Water D - \$5,807.55, Sewer - \$264,183.44
  - 7/23/2024 Meeting Minutes
  - Time Cards

The meeting ended at 8:05 PM.

Sincerely,

Dave Lewis,  
Commissioner

Water and Sewer Commissioners Meeting Minutes  
Approved by:

Date:

Peter Mellen

Dana Clow  
Water and Sewer Commissioners