Meeting was **called to order** at 7:00 PM by Chairman Fogg.

**In attendance** were: Chairman Peter Fogg, Commissioner David Wadleigh, Commissioner Jason Wright and Administrator Johanna Ames.

First order of business was to review the Minutes of the previous meeting. Motion by Commissioner Wadleigh to approve the **January 17th, 2012 Minutes**. Motion seconded by Chairman Fogg. Motion voted, motion passed.

The Commission reviewed the February 2012 Payables. The recent blockages at Birch St. were discussed. The issue was found to be caused by baby wipes. Administrator Ames hand delivered a notice and outreach sheet to residents whose homes feed into the line. The Commission reviewed a reimbursement request from Mr. Lees regarding costs incurred during the recent issue. Motion by Commission Wadleigh to approve the **February Payables** in the amount of $55,955.33. Motion seconded by Commissioner Wright. Motion voted, motion passed.

Administrator Ames informed the Commission that she had contacted LGC regarding **outstanding bills** when a property changes hands. LGC stated that the bill transfers with the property and that the current owner is responsible in such cases.

The Commission reviewed the **compliance letter**, drafted by Health Officer/Selectman Katherine Dawson, requiring those with access to hook into the Municipal system. Wording of the letter was amended slightly. First to receive the letter would be those on the Lochmere Project, then the Route 3 project, and eventually the entire collection system. Administrator Ames expressed concern with the ability of residents to fund and/or finance the hook ups. Financing options were discussed. Administrator Ames questioned who would enforce the requirement, and how the Commission would respond if homeowners disregarded the letter. Commissioner Wright suggested the letter be sent on Town letterhead, rather than Sewer Commission letterhead. The Commission discussed meeting with the Selectmen to discuss enforcement issues. Chairman Fogg suggested a list of roads with access to Municipal sewer be supplied to DES Sub-Surface so that those that are applying for permits for a septic system would be required to tie into the Municipal system where available. The Commission opted to table the compliance letter until after Town Meeting, when they may set a meeting with the Selectboard.

The Commission discussed the possibility of hiring a part time, on call employee, for issues such as compliance and inspections.
The Commission reviewed and discussed the O&M manual that is due to EPA by March 31st. The Commission agreed to have four main pump stations cleaned each year, as well as, 15 grinder pumps per year, starting with the oldest and most in need of service.

The Commission reviewed an abatement request from the Hussman residence for the property that has been inhabitable. There is a year’s worth of unpaid minimum billing on the property that was turned over to the Tax Collector by Warrant.

The Commission reviewed a notice from 282 Main St. stating that the water had been turned off to the building. Motion by Chairman Fogg that the owner of 282 Main St. be advised that the Commission would gladly abate the current bill and discontinue minimum billing, but that the property would then be subjected to a $250.00 reconnection fee. Motion seconded by Commissioner Wright. Motion voted, motion passed.

Motion by Commissioner Wright to abate ½ of the Hussman abatement request. Motion seconded by Commissioner Wadleigh. Motion voted, motion passed.

The Commission reviewed an abatement request from a Homeowner on Murphy Lane. The Commission reviewed the electric usage of the property for the quarter requested. It appears, from the information supplied, that PSNH was unable to obtain a reading in Oct., possibly due to the snow storm. Administrator Ames was asked to research the owner’s Oct. electric usage. Issue was tabled at this time, until further information is gathered.

Administrator Ames submitted a request for a training class on SCADA instrumentation, to be held in Franklin. The Commission agreed to the training.

As there was no further business, Commissioner Wadleigh made a motion to adjourn. Motion seconded by Commissioner Wright. All were in favor.

Meeting Adjourned at 8:50 PM.

Respectfully Submitted,

Johanna Ames