

Minutes of 2/29/16 Sewer Commission workshop - DPW conference room 520 Chase Rd. Attendees: Chair, Carl Luck, Members- Sue Bunish, Mike Nault, John Reynolds, Business Manager, Barb Lefebvre.

Carl opened workshop at 4pm, noting the intent was to review potential changes to our Regulations.

FOG Regulations:

Key items discussed:

1. Requirement for internal grease traps is an external interceptor is used
 - a. It was the unanimous opinion that if an external trap is installed, it is not required to have internal traps on equipment
 - i. Plumbing detail/diagrams are required to confirm all relevant equipment, drains are connected to the external trap.
 - ii. Confirmation via on site testing should be done; dye, camera, etc.
2. External trap pumping
 - a. At a minimum it was felt that on-site inspection at the time of pumping by a SC agent should be done at least once per year.
 - b. The option of the SC taking over responsibility for pumping was seen as very interesting alternative
 - i. Permit fee for establishments with external trap would be increased to cover cost for 2-3 pumpings per year.
3. Clarification of inspection requirements, internal and external traps
 - a. If an external trap is used for all equipment, then it was the opinion of the participants that Sewer Commission monitoring of inspection and or cleaning of internal traps was not required
 - b. For internal traps, inspection should require a measurement of grease to be logged weekly and if 25% level is reached before the required monthly cleaning it needs to be done at that time
4. Permit Fees
 - a. It was proposed the annual fees be received no later than June 30 and if not received a letter be sent to the establishment that they do not have permission to dispose of kitchen waist into the sewer system. A copy would be sent to the BOH which should trigger action on their part regarding food preparation.
 - b. Fee structure would be evaluated to cover all costs.
 - c. The different fee levels would be reviewed, simplified, clarified and made clearer regarding which level applies
5. "Decommissioning" needs to be defined. The CMR may provide clear guidelines regarding when traps are not required that can be used.

Regulation Change Process

Discussed rough idea of a process to use for changes to Regulations. The goal is to improve visibility by the public and provide ample opportunity for public comment and input.

Draft Plan:

1. Establish draft of proposed changes during regular, properly posted open meetings.
2. Once there is consensus on the proposed changes, advertise a formal hearing in a local newspaper at least 14 working days before the hearing.
3. Post the hearing at least 14 days in advance.
4. Hold two hearings at two consecutive open, regularly scheduled meetings, at least one of which must be televised and the other televised or taped for rebroadcast.
5. Hearings may be continued or closed after the two required hearings at the discretion of the Commission
6. Once the hearing is closed, the final changes will be drafted and voted on.

Follow up actions and discussion required:

1. Need to request plumbing detail from all establishments. (could be condition for eliminating requirements on internal traps where external trap exists) Barb
2. Need to test SC pumping idea with discussion with Hannaford's. Carl L.
3. Need to understand how 25% rule works with internal and external traps. John R.
4. Check with legal regarding issues of SC doing pumping. Carl L.
5. Need to review CMR and current regulation to identify any inconsistencies, wording, definitions, etc. or items that should be added to Regs. Sue B. (?)

Follow up meeting to be called for Monday March 7th at 4:00 at the DPW.

Respectfully,



Carl Luck, Chairman