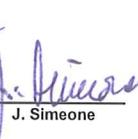




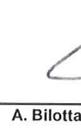
R. Ebersole



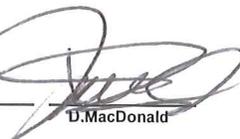
C. Luck



J. Simeone



A. Bilotta



D. MacDonald

**TOWN OF LUNENBURG  
SEWER COMMISSION  
960 Mass. Ave.  
LUNENBURG, MA. 01462**

Minutes of June 29, 2010 Meeting held at Town Hall:

*Present: Bob Ebersole – Chair, Carl Luck- Vice Chair, Jay Simeone -Clerk, Butch Bilotta- member, David MacDonald – Member, Jack Rodriquez – DPW Director, Steve Pedersen from Weston & Sampson, and Steve DeBettencourt – liaison from Board of Selectmen.*

Bob opened the meeting at 7 pm.

**CONSENT AGENDA**

The Board noted the items on the consent agenda and had no questions:

- Rate increase – effective 7/1/2010, included in article in Sentinel
- Fitchburg IMA – awaiting budget information
- Sewer Districting bylaw – still ongoing in state house process
- Privilege fee policy – clarification of Sewer Commission policy change sent to Town Manager, DPW Director, Building Inspector and Planning Director
- Highfields Village – Communication with Planning Director regarding status of peer review funds
- CWMP – 2<sup>nd</sup> MEPA filing to occur mid- July, corrections to various tables communicated to Kevin, confirmed all parcels in Sewer Service Area included in flows (except 10 in Cross Street area.)
- Overdue town building acct bills – sewer bills not paid given to Town Manager.
- Meadowwoods reimbursement – backup info given to Town Accountant, awaiting reimbursement.

**DISCUSSION WITH DPW DIRECTOR**

1. Jack noted that Janet Lane in Whites Woods does not have pipes in the ground, hence would be subject to a privilege fee if pipes are installed.
2. I/I & flow meter work update:
  - GPS location for every manhole has been established, some installed during heavy rain.
  - Baseline done on schools visually
  - Wal-Mart roof drainage not tied to sewer. Will verify Hannaford's as well.
  - After July 1<sup>st</sup>, will set a baseline at wet wells at each pump station and at questionable down gradient locations; portable meter required (probably by September). Readings will create direction of next steps.
3. Sean Patrick's Restaurant expansion - They installed a 2000 gallon grease trap outside which will be inspected regularly. Need to find out if we have an inspection fee and is the inspection coordinated with the Board of Health inspection of the inside grease trap.
4. Status of grease traps for school and use of Weston & Sampson. Jack will contact W& S in the new fiscal year.
5. Sewer Rules and Regulations clarification
  - Jack clarified that it was never the intent to require a homeowner to replace their sewer pipes inside their building. Schedule 40 or cast iron must be present at the foundation. It will be the inspector's decision, should another material be present. New construction shall be schedule 40 or equal. 6" SDR 35 will be connected to the existing lateral of each residence and the line will remain at a 6" diameter until connected to the 4" PVC/Cast Iron at the house. Jack will communicate with Barb to assure that the wording in our regulations follow this understanding.
  - Jack stated that for inspections the tasks involved include certifying that plan/sketch is acceptable regarding bends, cleanouts, etc., Provide contractor with lateral location, inspect lateral connection before backfilling, be sure old tank is pumped and decommissioned, inspect at the very least a portion of the "run" and the connection to the existing pipe at the foundation.
6. Drain layer's insurance requirement
  - Jack provided that general liability should be \$1 M each occurrence, \$1 M personal & Adv injury, \$2 M general aggregate; Auto \$1 M, and Worker's Comp at \$100,00 each accident. The Commission was satisfied with this listing.
7. Drain layer's cash bond requirement
  - Jack recommended \$1,500. The Commission questioned this level – Bob Proctor and Jack noted that Worcester requires \$15,000, Fitchburg \$5,000, Leominster \$5,000, all of which are released after two years passes from the last installation of a system. The Commission will review this at a future meeting.
8. Variable Frequency Drive Motor – has been installed in the Townsend Harbor Road pump station, financed through Meadowwoods grant.

9. Flow Meters – it was noted that the Leominster meter is incorrect, reading at 2.5 times actual amount. A future recommendation will be submitted to replace the meter.

**Meeting with Bob Proctor** – Bob was able to hear the DPW Director's report and accepted the interpretation of the connection process. He requested permission to connect 186 Sunnyhill Road via an E-1 pipe system, similar to another in the immediate area. Per Jack, this was approved as a way to help of a homeowner by Board of Selectmen acting as Sewer Commissioners. However, since that action the Commission has determined not to pursue such solutions, and the current Commission concurred with that determination.

#### **CONNECTION CHARGE POLICY**

In order to make our connection charge consistent with both IMAs with Fitchburg and Leominster, the Sewer Connection Charge Policy for the Lunenburg Sewer Service Area was rewritten to incorporate by reference the zoning by-law definition of a dwelling unit. After discussion, this was voted unanimously.

#### **BILLING ISSUE**

27 Whalom Road – It was discovered that while this site was connected August 2006, a certificate of completion was just discovered on June 14<sup>th</sup>. As a result, there is an outstanding amount due of \$1,610.86 which was never billed to them. After discussion, it was voted to allow the homeowner to make quarterly payments over a year's period without interest.

#### **ADMINISTRATIVE MATTERS**

The Commission voted to approve the minutes of May 12, 2010 (Carl, Bob and Jay).

Open Meeting seminar will take place on Tuesday, July 6<sup>th</sup> at Leominster City Hall.

The next meeting is July 14<sup>th</sup>.

#### **EXECUTIVE SESSION**

The Commission voted to go into executive session to discuss strategy as relates to pending litigation. Carl, Bob, Jay, Butch and Dave voted in the affirmative.

The regular meeting adjourned at 8:30 pm.

**Respectfully submitted,**

**Robert Ebersole**  
Chair, Sewer Commission