

Bob E.

Carl L.

Jay S.

B. Bilotta

D. MacDonald

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

Minutes of September 28, 2010 Meeting held at Town Hall (untelevised due to staffing issues):

Present: Bob Ebersole –Chair, Jay Simeone -Clerk, Butch Bilotta -member, Dave MacDonald-member, Barb Lefebvre- Business Manager, Steve DeBettencourt-Selectmen Liaison; Guests: Kerry Speidel –Town Manager, Jeff Ugalde-Tax Collector

Bob formally opened the meeting at 7:03 pm and stated for the record that we had just had a joint workshop with the Board of Health regarding Grease Trap regulations and process prior to the meeting. Jack brought up that Gary Williams, Plumbing Inspector for the Town, offered to assist in any of the inspections of grease traps. Butch asked why Nashoba Board of Health needed to be involved in inspections and Bob pointed out that the Nashoba Board of Health is the local Board's agent. Jack thinks he can get all the inspections done in 6-7 days, putting in an hour or so a day.

CONSENT AGENDA -

Weston & Sampson – we are still awaiting the Scope of Work for FY11 from Steve Pederson. Per Steve 9/24, he will have it to us by 10/7.

Highfields – Planning Board granted them an Extension Request through 12/31/10. Barb & Bob will work together on determining the process for Tri-Party accounts. Once determined, we will obtain a check from Kent to contract with Weston & Sampson for their review.

Betterment Fund changes – per Karen Brochu, Town Accountant, the Betterment Fund needs to be combined with the Enterprise Fund for FY12. Barb sent Fran Y of Weston & Sampson an email to confirm his prior statement that he didn't believe the Commission should need to do this at this point. Fran responded that he would not question the DOR and plan to combine the accounts for FY12.

DISCUSSION WITH DPW DIRECTOR

III / Flow meters status – Jack stated that Steve Pederson is planning to be in town on Monday, 10/4 to install the temporary meters on Graham Street. Discussion followed that per the water usage on the last billing the figure should be around 70,000 gpd, yet the current permanent meter shows around 400,000, indicating a definite problem with the meter or calibration. Jack also stated that Roger Brooks (Leominster) called again and plans to send the town a letter stating his wish to go entirely by the meter readings, instead of the current method of water usage. Jay asked Jack specifics about what Weston & Sampson will be doing, but Jack deferred answering until Steve P. comes out next week when he will know more. Meter definitely needs to be re-calibrated. Roger Brooks understands that we didn't use the meter at first because there was not enough flow, but now it needs to be done. Bob brought up educating the homeowners about hooking up sump pumps. Barb mentioned that she had called Joe Jordan (Fitchburg) for the law regarding sump pumps and he had not responded. Jack said Roger Brooks would know the law regarding hooking up sump pumps to the sewer lines. Also, we could check with NEIWPC, producer of the Fat Free sewer brochure, if there is a similar one regarding sump pumps to put in with the bills. As for cycling of pumps and understanding flow, Barb asked to wait that the Commission wait on Weston & Sampson – Corey needs to get the specifications on each pump to Weston & Sampson before they can respond to the question.

GENERAL DISCUSSION

Town's Master Plan – Barb had provided clips from the Town Report & CWMP in order to help compile the Mission Statement for the Commission. Bob asked for volunteers to write the script and it was determined that Bob & Barb would collaborate on a response. Marion had asked if the Commission foresaw any need for a zoning bylaw change, and no one did. Jay asked about the E-one pump regulations but it was determined that the rightful place for them would be more likely the Sewer regulations, not the Master Plan. We discussed that the CWMP is really our Master Plan. Barb brought up Baker Station area and how several people have come in to discuss the need in that area. Discussion followed on the cost of betterments in CWMP scaring off potential customers. Item for a future agenda is to hold a hearing on future sewer development and invite residents to come in.

Emerald Place modification – Jack reviewed the drawing submitted by Whitman & Bingham. At first, he didn't think the modification had any impact but upon further review, he determined that they are adding a new connection point. We want to invite them to come in to the next meeting, go over the prior plan, the current plan and the impact of the change. Barb to advise Marion Benson, Planning Director, of the change and the request for Emerald Place to attend a meeting.

CWMP – Notice of Project Change has been received and posted at 3 public depositories. Barb pointed out that there had not been much discussion generated from the posting, except that Marion Benson of the Planning Board was disappointed that reference to a Growth Management District on Chase Rd had been removed from the CWMP.

GIS – Barb reviewed that the Commission had received information from Jay on PeopleGIS for Concord, and that she had asked for a comparison from Cartographics as to the offerings of PeopleGIS vs Cartographic's ArcView. She had also asked for information from Nancy Strom as to the cost of the computer infrastructure for such an undertaking to which she had not had a response.

Fitchburg IMA – Project headings from Fitchburg's budget had been received and forwarded to Bob who is questioning the projects and whether they should be our cost. We are gathering more information. There was a quick discussion on the rate structure and how it was devised. One possible consideration is that Fitchburg give up the administrative fee for Lunenburg to take on Tri-Town.

Special Town Meeting – Barb stated that we need to submit 2 warrant articles for placeholders – revising the Sewer District and authorization to place delinquencies on the tax bills by the Town accepting Sections 16A-F in Chapter 83. Bob inquired as to the other charges and organizations affected by Sections 16A-F.

Pool policy was reviewed. A motion was made by Butch Bilotta to accept the policy, seconded by Dave, vote taken was unanimous.

Septic System Repair Fund – Bob reviewed that this fund, coming from left over cash from the Board of Health's grant, may be used to help the Eagle House or target grease traps in the schools.

Subcommittee report - no progress

Administrative Matters -Invoices were signed. There were no minutes for approval. Barb noted that the Clerk's Office had provided a list of documents needed from the Commission members and packets were distributed.

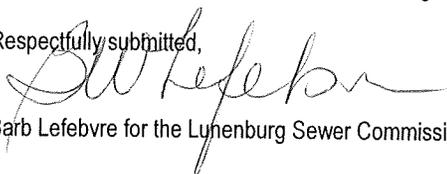
Public Comment – Steve deBettencourt asked about the Hollis Hills betterment and discussion followed on some of the history of the Hollis Hills project.

Vice-Chairman, Carl Luck, announced that the Sewer Commission needed to go into Executive Session for the purpose of discussing pending litigation from which Bob Ebersole needed to recuse himself. Carl asked for the motion. Butch Bilotta so moved, Dave MacDonald seconded, voted by roll call vote to go into Executive session: Butch aye, Dave aye, Carl aye, and Jay aye. Chairman announced that the Commission would not be returning to Regular Session.

Regular meeting was adjourned at 8:05 pm.

Next meeting is October 13 at the Ritter Building.

Respectfully submitted,



Barb Lefebvre for the Lugenburg Sewer Commission