

TOWN OF LUNENBURG
Sewer Commission
MINUTES
September 16, 2014
DPW Building
520 Chase Rd. Conference room
Carl Luck, Dave MacDonald, Troy Daniels, Mike Nault, Butch Bilotta

CALL TO ORDER: 7:00pm

PUBLIC COMMENT: None

APPOINTMENTS:

7:00 pm SWSS– Debbie & Bruce Trumbull, Al Packard (SWSS) -**Generator work** was discussed, and the estimate received for \$9250 that didn't match the per station quotes provided by Debbie at the meeting. Also discussed was the issue of not receiving the invoice before the end of the fiscal year, and how this major work must be incorporated or prorated with the current contract that includes the major service on generators. Bruce noted the issues getting pricing and contractors in to do the work. The contract includes a major and a minor service on generators. The work on this quote will be the major for this contract year. Al noted that there is more involved than just maintenance to get Twin City up to speed, work occurring this Friday, 9/19, and the quote doesn't include Twin City costs. Commission wants to get a better quote with detail to match total. **Carl made the motion to proceed based on a quote with better numbers. Troy seconded. Vote taken was unanimous. Pump station reports –** Reports were discussed and that SWSS has meetings twice daily, and they review the figures, but react to trends, due to the nature of the sewer business. Also discussed was tank levels, and the readings dependent on time of day, or how soon after pump start. A tour will help alleviate Commissioner's questions. **SCADA system-** Scada is installed but there is no remote access. Discussion of carrier, whether it would be Comcast or Verizon and Al will contact Verizon. Al noted they are still waiting on the **probe** for West St.

7:30 pm Private Extension request- 42 Highland St extension Dan Proctor explained the project to connect 42 Highland to the manhole on Oak Ave. Neither 17 or 20 Highland want to participate at this time. It will be an E-one system. Carl noted that if those homes participated, that they would pay 50% of the privilege fee. Carl asked if 42 Highland was aware that they must pay 50% now, but if future sewer requires a new line goes in later, he may have to pay the full betterment. The idea of putting a line in to handle future connections was discussed. Dan plans to start the work October 1st. We will need the covenant, bonds, warranty. Discussed the type of bond, and the Town's responsibility, and whether the bond is between the contractor and homeowner or the Town. We will need the schedule of performance, and all work should be complete before snow. Policy should require stubs for 17 and 20 Highland for future connections. It was noted that the Town's stake is only from the manhole to the property line and the amount that the Town should require for their portion of the bond was discussed, and Jack's involvement to determine that amount. The Commission will require a copy of the contract and will leave it to the DPW director to determine the town portion. Troy's position is that it should be for the cost of the contract. **Dave made the motion to request Dan Proctor obtain a bond for the amount of work on town-owned property and approved by Jack Rodriquenz. Mike seconded. Vote taken was 4 for, 1 against. Motion passed.**

8:00pm 909 Mass Ave. -Change of use DJ Layhe & Ernest Beland for Harley House Décor. Change of Use application was received 9/15. There is a grease trap in the kitchen, but DOR has claimed all equipment, and kitchen is not used. There is no external interceptor that the Commission is aware of. Mr. Beland said he could disconnect and remove sink. Suggestion was made that he should have a plumber do it, and have documentation that it was done. **Dave made the motion to accept the change of use, providing the Commission gets notice from the plumber that it has been disconnected. Mike seconded. Vote taken was unanimous.**

CURRENT BUSINESS

Pratt St/Lakeview Ave SRF project -Layout review Carl reviewed the meeting with Kevin Olson, Jack, Barb and himself on 9/11. The entire project will be low pressure, which gives the project a better shot at one betterment. Pumps will add \$5k to homeowners' cost. We would like to have a workshop with Wright Pierce before the next meeting on 9/30, starting at 6pm. Project is on schedule for submittal of the application 10/15. Communication to residents discussed. Betterment on cost of project may be less without cost of pump. Carl stated cost to connect should be close to \$20k. Easements in Lakeview area were discussed. Also discussed with Wright Pierce was the possibility of dropping a 2nd line in the trench for future expansion. Wright Pierce has to go before Conservation Commission on 11/1. Carl may attend. Soil boring would be occurring from 9/15 through 9/17. Legal counsel was involved to supply temporary access agreements to allow soil borings on private right-of-ways. Agreements were signed by Carl on the 5 properties to allow soil borings on right of ways 9/16 because of the time constraint, but counsel advised we have a formal vote on record that the Chairman is granted signatory

authorization for Temporary Access Agreement in future. **Troy made the motion to allow Chairman to sign Temporary Access Agreements. Dave seconded. Vote taken was unanimous.**

I/I Project status – Fine Assessment follow-up –Letters were sent out 8/28/14 with fines. 55 Graham with California owner has been inspected, and is all set. 18 The Clearing was inspected 9/2 and line re-directed, but fine still applies. 37 Graham was inspected, owner agreed to the content of the letter sent 8/28 that they have until 9/28 to repair the line and if not done, the Town will cap off the sewer at the property line.

Sewer Rate Relief Fund FY15- FYI only, Fund is applicable only if projects are done without SRF funding and comes to the Town as a grant, not a low-interest loan.

September ZBA Hearings - September 24, 2014 – Whalom Luxury Apts. Carl had submitted a memo on behalf of the Commission and had had a conversation with Dick Heaton. They may have a work session after the next meeting to discuss sewer fees. Dick stated that the ZBA believes that the application date we should be using is the date the application was complete. Impact on Hollis Hills case was discussed briefly, noting that counsel submitted an appeal to the decision. Commission discussed whether Lorden had ever signed something agreeing to the fees. Barb to check. We need to compile a chronology of events. Members discussed Dick Heaton's definition of a workshop. Carl wants to go into it with a definite stance on the fees due, but that ultimately it is up to the ZBA. **September 10, 2014 – 790 Mass Ave.** Hearing was to decide whether applicant needed a special permit or not, so now it will go to Planning Board for design review.

Sewer Commission Projects update-I/I reduction project - Troy had questions on the Weston & Sampson I/I report from 2011. Carl suggested he check with Jack. Troy noted that we still have the other half of the I/I project to do and need an updated proposal from Pat. Dave noted we should have a discussion to pinpoint problems in Whalom on issues such as the white liquid and come up with a strategy. **Privately Funded Extension Policy update** – After reviewing bylaw and regulations, Troy believes we are well set, just need processes defined, such as covenants and warranty. Only other issue is whether to allow private extension with individuals or with the town. Another concern is defining the start and stop dates from the DPW, and that it should be part of the application process to include the schedule. Dave added that we need to have a bond to specify when and where and define what is a breach. Lancaster Ave. opened the door so the public knows that private extensions are possible.

Carl stopped the meeting because of the hour and asked Barb for any pressing issues that could not wait until the next meeting. Barb quickly reviewed the remaining items. **FY16 Capital Plan** will be discussed at the next meeting. Submittal is not due until 10/17. Regarding the **Minutes of 8/26**, Troy stated that he'd reviewed. Carl asked if everyone else had. It was agreed that we were prepared to vote on acceptance. **Troy made the motion to accept the minutes of 8/26/14, Dave seconded. Vote taken was unanimous.** We'd already reviewed the **SWSS pump station reports**. As for the Planning Board joint meeting notice on **Economic Development Element**, the meeting is not until 10/20. We can discuss at the next meeting. Barb had the **YTD FY15 budget** and will send to the Commissioners via email for review. Barb had **invoices** which the Commission can review at the meeting on September 30.

Carl asked for a **motion to adjourn. Troy made the motion, Mike seconded. Meeting was adjourned at 9:57pm**

UPCOMING MEETING SCHEDULE - September 30, 2014 – Town Hall – Workshop 6pm SRF project with Wright Pierce, Regular meeting 7pm

COMMISSIONERS COMMENTS –

ADJOURNMENT: 8:35 pm.

Visitors: Debbie & Bruce Trumbull, Al Packard (SWSS); Dan Proctor, DJ Layhe & Ernest E Beland Jr(Harley House Décor)

Respectfully submitted,

Barbara Lefebvre, Business Manager for the Sewer Commission