

Minutes of 2/10/15 Sewer Commission meeting - at the DPW conference room 520 Chase Rd.

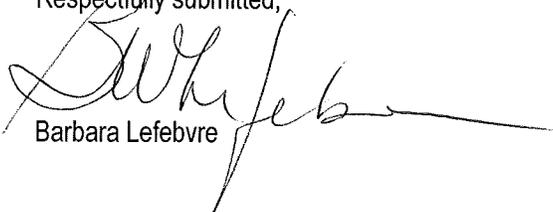
Attendees: Chair, Carl Luck; Members, Butch Bilotta, Mike Nault, Troy Daniels; Business Manager, Barb Lefebvre. Guests – Dan Proctor, Sue Bunish; Absent: Dave MacDonald

Carl called the meeting to order at 7:02pm. First appointment was with **Dan Proctor**. Dan stated he had 2 or 3 projects he wanted to review with the Commission. First is that the Workers Credit Union(WCU) building at **603 Mass Ave** would like to tie in. Dan would extend the sewer from the manhole in front of Tri-City Marine to the corner of Beal, then another line to the property line, then to the building. Dan had spoken to Jack about it, and determined that it would be gravity to the manhole, then a pressured line. They are looking for budgetary numbers. It is multiple businesses, but one meter, one connection. Discussion ensued regarding how to charge for privilege fees and connection fees, and whether they can be based on the number of units. Commission also discussed with Dan whether the line could go up Mass Ave. versus Beal. Dan advised due to line depth and grade, it had to be Beal. Barb noted that both the Betterment bylaw and connection charge policy base the fees on 12 months of water usage. Upon inquiring as to the usage for 12 months, she was informed by the Lunenburg Water Dept. that the facility has much greater usage for 2 quarters of the year. Barb had figured connection charges going back over 24 months, proposing that, in order to do so, it is required of the WCU agreed to install an irrigation meter, taking the high usage quarters out of the calculation. This sparked debate, and Carl wanted to provide Dan 'worst case scenario' pricing, by pricing the betterment and connection charges based on the last 12 months only. Dan agreed. Butch pointed out that the consensus seems to be that the Commission is in favor of the private extension if WCU wants to proceed. Carl made note to Dan that the privilege fees quoted are based on the last betterment assessment of \$11,551.47, but if the Pratt St. project is completed before this extension occurs, the betterment could be based on a figure much higher. Dan understood and will advise the customer of the danger in delaying the decision. Dan stated that the next project proposed was a similar situation to that just done for the Highland Ave. This property is on **Upland Ave.**, the resident's sewer is in failure, and they cannot find another solution on the property. They would like to connect to the sewer on Electric Ave. The house is the first one up from Electric on the right. Dan proposes running a line from the manhole up 50% of the property. Project would be in the Sewer Service Area. Troy asked about the notice to abutters and Commission discussed which properties might qualify. Discussion went back to 603 Mass Ave. as well, and whether Sunnyhill or other parcels on Mass Ave. could be served. By putting a manhole on Beal, Dan noted the potential for a lot more users with smaller parcels further up Beal and restated the issue with gravity on Mass Ave. Butch noted that if the line goes by the house, they have the option to connect. Carl noted that Troy's question is still valid and a policy needs to be formed. Dan stated that the peer reviewing engineers would probably do a topographic study, and bring issues to the Commission's attention. Carl asked that the engineer for the plan use the CWMP as a guideline, as any extension should be consistent with the master plan. Carl asked that we get back to Upland Ave. As for other residents that might be in favor, Barb noted a survey had been done previously, and she could check the responses for those affected to see if they were in favor. Troy noted that we should not make it a requirement of the contractor to contact residents. Dan noted that his 3rd issue was the 17 acre **Whitcomb property on Prospect Ave. and Cross Rd.** Dan had been asked to check, with sewer going down Cross Road, whether they would be able to subdivide the property and connect to sewer. Barb pulled up the Sewer Service Area map on GIS and noted that only the first 100-150' back from the road is in the SSA. Carl reinforced that they would be unable to connect properties in the back acreage, but having already paid a betterment on the property, that they would not be assessed another betterment. With that Dan left the meeting and, with Sue Bunish present from **Pleasant View Ave.**, Carl asked the Commission's permission to move that agenda item up. Carl introduced Sue and gave a brief history of the street's attempts to get sewer on Pleasant View Ave., along with issues of the water pipe and pavement. Carl is hoping to meet to discuss the issue with the DPW & Kerry. Sue provided more details of her and her neighbors' attempts to get sewer, adding that it has gone on since 1980's. Carl said they just need to get 2/3 of people, and take it to Town Meeting to pursue the extension. Sue noted it should be cost effective, houses are close together. She also noted that they've had major issues with Leominster water and gave a brief history. It was determined that the Commission could send a letter out to everyone to determine interest. We'll need to determine cost estimate. Troy noted it may be in Leominster's interest to upgrade pipe at the same time. Carl agreed, but that would be separate from the sewer project. Troy stated that it looked like it was unanimous to support sewerage Pleasant View. Carl summed up saying we would get a letter out, with an estimated cost, and get a placeholder on the warrant for sewerage Pleasant View Ave. We will give Sue a 'heads up' when the letters go out. Carl is planning still to meet with Jack and Kerry regarding the road and water service. **Pratt St/Lakeview Ave SRF project - Easements** – Barb stated that we had received another easement, and expect three to come in next week. Carl updated the Commission on the status of the Stevens and Hitchcock easements and that Dave was going to knock on doors. Carl added that per counsel, we can obtain eminent domain within 48 hours. Wright Pierce had stated that we didn't have to have all easements in place to go out for bid, but must have full title before accepting bids. **Pump Specification/ agreements** – Carl noted that he is trying to get specs on systems other than E-one to give the residents options. Kevin Olson of Wright

Pierce is looking for other suppliers that meet requirements. The problem remains that if the systems are different, they may not work well together. Carl added that we do want to schedule an outreach to the residents, after we have bids back, which Kevin could attend for questions. **Grease trap compliance /fines** – In reviewing the spreadsheet, Carl noted that not many are submitting reports. The Commission talked about fines and the timing of fines. Bob Ebersole joined meeting and was asked about the timing as it relates to licenses issued by the Selectmen. Bob noted that the bills, listing items outstanding, must be past due as of January 1st to affect the following years license issuance so they'll need to get done well before that. He added that any change to the business, such as a change of manager, requires re-issuance as well. Carl asked that the Commission discuss the fines. Originally, the discussion was to go back to the start of the fiscal year, but that is not reasonable now. Carl restated that the initial fine of \$50 is for non-compliance, and after 30 days, if the required items are not received a fine of \$25 per day is assessed until received. The Commission's budget does have some money to manage the process. Commission discussed outsourcing to collection agencies, or small accounting firms. Mike noted that the letter should state that non-compliance will affect the issuance of your license, and cc Kerry Speidel. Carl will work with Barb on the letter, and Troy will research collection agencies in the area. Barb stated it would help to know how other towns manage this, but all present acknowledged that most towns have leverage through their local Board of Health. **Private Sewer Extension workshop scheduling** – Carl asked for a good time for everyone to attend a workshop, and it was determined that it would be scheduled for Tuesday night, March 3, at 6pm here at the DPW. Barb will check with Dave. **FY16 Budget** – Carl's plan is to go forward with the budget discussed with the Commission on February 3rd, with the \$69,000 figure. This amount can help to offset the \$147,000 deficit in the betterment fund. The Accountant had provided the costs through 2047, and Carl wants to look at reconciliation of funds versus loan payment. Bob noted that when the betterments are paid up front, the Town does not get any interest, and discussion followed on not letting the burden fall to the current users. Another issue brought up by John Male from the FinCom a couple years back was that the roads were repaved as part of the project, and that we could also ask the town to help cover costs in return. Carl also wants to look at collecting privilege fees after all the project costs have been covered to offset future expansion. Bob mentioned that he questioned whether the town's payment included interest. Carl noted these are all items for discussion and research. **On Sewer Commission Projects -Flow Rate/Metering** –Mike noted that the couple of spikes he saw in the report on Summer St. and Mass Ave. were weather related since they both spiked together. Carl has the NOAA link and will send it to Mike. He remembers Weston & Sampson saying that you usually see a spike 5 days after a weather event. **I/I reduction project (Troy)** – Troy stated that the Sewer Commission had been previously advised the only manhole that had an issue was that on Elizabeth Street, which was to be taken care of at the time the house on Graham Street was disconnected from the sewer. In a meeting a few months later we learned that Jack planned to fix all the manholes on Mass Ave. Troy stated the Sewer Commission cannot make an I/I plan without accurate information. Carl suggested that we have Weston & Sampson do a study of manholes and give a report of what needs to be done. Barb will contact Pat of Weston & Sampson to come in to discuss, prior to starting the I/I project. Barb stated that the **Town Meeting warrant** is on the agenda to consider any other article besides Pleasant View Ave.. Troy asked Bob if the Board of Selectmen can do anything for Pleasant View. Bob mentioned that the Board of Health fund will be dealt with at Town Meeting, for helping residents with either septic or connection to sewer. It has upwards of \$125,000, and applications will be income-based, with the MRPC (Montachusett Regional Planning Commission) administering the loan program. Barb noted that a recent **Permit to connect** was for **712 Mass Ave.**, the Poirier property, to be developed by Lorden. Barb had the **Q3 Commitment of \$217,200.45** for the Commission's signature. Also, the **Weston & Sampson contract** which was discussed on 12/13 with Pat Cotton, and agreed to, received and signed on 2/3, never had a formal vote to accept the contract. Troy made the **motion to ratify the consensus of the board to approve the contract, signed on February 3rd, Butch seconded. Vote taken was unanimous.** Barb pointed out the town-wide invitation for the Public Access Open House, and reviewed the upcoming meeting dates of February 24, regular meeting at Town Hall, and the March 3rd workshop at the DPW on private extensions.

Carl asked if anyone had anything more and said he would entertain a motion to adjourn. **Butch made the motion, Troy seconded. Vote taken was unanimous and the meeting was adjourned at 9:08pm**

Respectfully submitted,



Barbara Lefebvre