

Minutes of 12/11/18 Sewer Commission meeting –DPW Conference Room –520 Chase Road

Attendees: Chair, Joe Anderson, Vice-Chair, Carl Luck -via remote participation, Clerk, John Reynolds, Members: Ryan Stober, Joan Pease, Business Manager, Barb Lefebvre, Minutes Clerk, Jane Ranley

Joe opened meeting at 6:30pm

ANNOUNCEMENTS – Carl Luck is joining the meeting on remote participation.

APPOINTMENTS –

Gary Burton, 944 Mass Ave – Change of Use to single family to 2-family- Discussion of the remodeling project, changing home from a single family to 2-family. Gary asked about the betterment and Barb clarified that there was a doubling of the betterment since the number of 'dwelling units' will go from 1 to 2, but he can apportion over 10 years.

Motion – Joe A.

Second – Ryan S.

To approve the change of use from single family to 2 family

Votes will be by roll call because of Carl's remote participation.

Vote: Joe-aye, Joan-aye, Ryan-aye, John-aye, Carl- aye.

Gary added that the connection should be done in the next couple weeks.

Dan Proctor, 380-390 Electric Ave – Change of Use – Multi-use facility/lot subdivision – Dan did not attend.

PUBLIC COMMENT - **Dave Passios, 56 Whiting Street** – inquired about getting the cost of administrative costs for reading the irrigation meters. Barb noted that there is nothing yet compiled but would send it to Dave once the Commission could review and discuss. Ryan had read and shared the plumbing inspector, Gary Williams' input on the irrigation meters.

CURRENT BUSINESS

Fitchburg – John Fitch Highway improvement project – payment schedule approval- Barb reported that Fitchburg is waiting for the official approval of the Sewer Commission for the John Fitch Highway cost-sharing payment schedule.

Motion: Joe A.

Second: Joan P.

To approve the payment schedule with interest for cost sharing of the John Fitch project.

Vote: Joe-aye, Joan-aye, John-aye, Ryan-aye, Carl- aye.

Minutes approvals – 11/27/18

Motion: Joe A.

Second: Ryan S.

To accept the minutes of 11/27/18

Vote: Joe-aye, Joan-aye, John-aye, Ryan-aye, Carl- aye.

Grease Trap activity – relicensing activities – Sean Patricks- Barb reported that Sean Patricks had their grease trap pumped on 12/11 as requested in August by the Commission but she has not received the waiver request. The former Bootleggers has reopened as **Simon Pure** and is under new management. Barb has received their annual permit application, with the \$650 non-compliant fee and the report of the grease interceptor pumpout that was due. **1st Tuesday report-** Barb has 2 establishments that have submitted their November grease trap logs – Conrads and Donnelly's. **Inflow/Infiltration(I/I) discussion – Manhole rehabilitation project** – The Commission reviewed pictures of manhole repairs submitted by Weston Sampson. **Elizabeth St remediation discussion** – Commission discussed report by Pat Cotton, Weston Sampson, concerning the I/I issue found 238' down. Barb said that Pat will give an estimate for cameraing but that they still need to determine the exact source. Commission discussed asking Pat what has to happen to pinpoint the location. **I/I quarterly comparison** – Barb sent the information to Flow Assessment(FA) and SWSS. Commission discussed the response from Dan Edwards(FA) on the Q2 billing and meter readings. Commission discussed Dan's suggestion of having a rain gauge installed and that advice on the placement of the gauge is needed. **3rd party Evaluation RFQ** – Barb received the draft from Carl and needs to send to Heather for review. **Maintenance plan request – document review, vendor confirmation** – The Commission discussed Heather's feedback on the maintenance plan RFP and agreed to add the liability insurance. They will just send it to companies they are using now- Weston & Sampson, Wright Pierce, and SWSS. Barb will go back to Heather to let her know what they are doing and why. The Commission discussed need for Selectmen liaisons and agreed that one is not needed at this time.

FY20 Budget discussion – proposed schedule- Joe will meet with Heather in January to discuss issues of legal costs, Jack's time and other budget questions. Commission will discuss the budget at the January 8th meeting.

Irrigation Meter – revised policy discussion/approval, meter selection discussion- The Commission discussed the meter options, fees and quotes from Badger and Neptune. Joan said that based on her research, she would suggest going with the cellular system and in the long run, it will save money. She also suggests having a policy that encourage users to switch, but not one that mandates a change. The Commission discussed the \$50 fee. Dave Passios commented that he

likes the forward thinking about the new meters and fees. Carl pointed out that one reason to do the switch was to make the billing easier for Barb and that that time saving would be lost that if everyone does not switch to the new meter. The Commission discussed working with Lunenburg Water to obtain data and the costs/setup for the new meters. Joe asked Carl to get information on when the Water District is next meeting. Joe summarized that the Commission would not decide on new meter now and will get more information from the Water District. The Policy change will not be discussed either.

Business Manager report – Policy updates- Barb said that the 3 policy changes that were voted on need to be posted on the website, in Lunenburg Ledger, at the DPW and Town Hall. **Delinquencies** have been processed and will be placed on FY19 tax bills. The annual **Recap** submittal has been sent to the DOR.

Member Agenda Inputs for Future Meetings – budget, meter selection

Public Comment - none

Motion: John R.

Second: Ryan S.

To adjourn the regular session and enter into executive session.

Vote: Joe-aye, John-aye, Joan-aye, Ryan-aye, Carl-aye.

Joe read the Executive Session reason aloud:

To enter Executive Session to discuss strategy with respect to litigation pursuant to G.L. c. 30A s21(a)(3) regarding enforcement of the Allocation Agreement between the Sewer Commission and Robert A. Leverone Lunenburg Nominee Trust (LNT) because discussion in an open meeting may have a detrimental effect on the litigation position of the Sewer Commission and the chair so declares.

Motion: Joan P.

Second: John R.

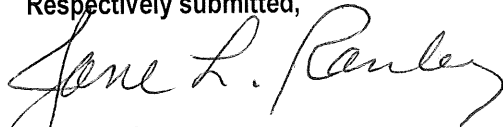
To enter into executive session and not return to the regular meeting upon conclusion.

Vote: Joe-aye, John-aye, Joan-aye, Ryan-aye, Carl-aye.

Open meeting adjourned at 8:00 pm.

*****Executive Session Minutes are Separate*****

Respectively submitted,



Jane Ranley

Sewer Commission Board Clerk