

Minutes of 5/27/25 Sewer Commission meeting - via Zoom (Video Conference)

Attendees: Chair- Brett Ramsden, Vice-Chair- Scott Dall, Clerk- Dan Proctor, Members: Joe Hurley and Arthur Katis, DPW Director- Bill Bernard, Sewer Business Manager: Andrew Valliere, Minutes Clerk- Jane Ranley

Brett opened the meeting at 6:07pm. and did a roll call of attendees. The Commission began the meeting by saying the Pledge of Allegiance.

PUBLIC COMMENT - Bill thanked Scott for running again and Joe for continuing as long as he is able. He also gave a big welcome to the newest members - Dan and Arthur, thanking them for jumping on. He appreciates having a full Commission and welcomed their new ideas.

CURRENT BUSINESS -

---Commission Re-Organization /Meeting of 5/22- Brett also welcomed Dan and Arthur and thanked Joe for staying on. Bill advised they will need to vote for new officers now.

Nominations: Joe nominated Brett for Chair and Scott seconded.

Brett nominated Scott for Vice-Chair and Dan seconded.

Scott nominated Dan for Clerk and Brett seconded.

Votes: Chair - Joe-aye, Scott-aye, Dan-aye, and Arthur-aye. Brett abstained.

Vice-Chair - Arthur-aye, Joe-aye, Dan-aye, Scott-aye and Brett-aye.

Clerk- Scott-aye, Dan-aye, Joe-aye and Arthur-aye (Brett did not vote)

Brett thanked Andrew for putting the letter (re. new commissioners) together and sending it out.

---DPW Director /Sewer Business Manager Updates-

- i. **Dana Street Repairs** - Bill noted that the Dana pump house is our main pump station and almost all the waste in town goes through it. The force main is where the waste exits and the pipes are pretty rotted. They will be using Chad Empey (our contractor) who is hiring Pride Environmental to do the work for \$123,600. Similar work done at Mass 1 cost \$88K plus about \$10K for pump trucks. At Dana Street, they figured out a way to use the by-pass and will not need pump trucks this time but will have to excavate to check those pipes. The work should be done in another month and will take 5-7 days to complete. Bill stated that the Commission had already added money to Capital to cover this repair. He noted that if the pressure line broke, it would be a costly emergency repair and create an environmental issue. Dan asked how much pipe was being replaced and Bill replied about 40 feet. Joe asked if there is any other work that needs to be done while it is open and Bill replied no. This station is about 20 years old and had a design life of 25 years. Art asked if there is a warranty on the work. Bill read the work procedure from the quote but did not notice a warranty statement. Scott inquired about the contractor exercising the cut-offs and if they will be adding it to the future maintenance contract. Bill said that is duly noted. The Commission discussed the wording of the vote and making it dependent on a warranty.

Motion: Scott D.

Second: Dan P.

To accept the quote and move forward to schedule the work before it becomes an issue.

Roll Call Vote: Scott-aye, Joe-aye, Dan-aye, Arthur-aye and Brett-aye.

Brett asked Bill to give an update at the next meeting on the warranty.

- ii. **Supplemental Billing Q4 FY25** - Andrew reported that the billing went out. They got some questions but have received checks and it worked out well. He added that the Munis system had originally calculated the rates from 2022 and the sewer rates were

wrong. They brought in the consultant to help and thought it was all straightened out, but any bill over the minimum charge was not correct. Supplemental billing was then sent out for the difference. Andrew stated that everything has been updated and they will make sure the next bill run will not have as many issues as possible. Bill reported the town just updated to the newest version of Munis and Andrew now has a helper to assist him.

- iii. **Manhole Repair IFB - Bill** - Bill stated that the Sewer Commission received \$100K of ARPA funds to make sewer manhole repairs. They are focusing on manholes that are allowing clean water to enter the system as I/I (Inflow/Infiltration). The work went out to bid and Insituform Technologies was the lowest bidder. Bill noted that they have changed project managers and he does not have a start date yet but will stay on them. Dan asked where the money is coming from and Bill replied \$100K from ARPA funds (Federal money) and \$40K from the budget.
- iv. **Quarterly demands** - Andrew said he will be working on the demands in the next couple weeks. He estimated 27-29% users are delinquent. Bill confirmed that when it is delinquent for 1 year it is put on their taxes.
- v. **Asst. To Sewer Business M gr.-** Andrew reported that Susan started today and they are getting her set up so she can shadow Andrew. Bill added there is plenty to do and they came up with a new project today.

---**Future Agenda Items-** Dana St. update, Manhole repairs update, Select Board meeting w/Commission minutes

PUBLIC COMMENT - Joe said if they have someone new that is willing to come onboard, he will step down. Dan asked if he can talk to Bill to get up to speed on the Commission. Brett replied he can talk with Bill and Andrew. Scott noted they just cannot discuss as a group outside of the meetings. Bill suggested reading all the minutes posted on the town website.

UPCOMING SCHEDULED SEWER COMMISSION ACTIVITIES :

June 10, 2025 @ 7pm - Regular Meeting, Hybrid Meeting at DPW

June 24, 2025 @ 6pm - Regular Meeting , Zoom Meeting

July 8, 2025 @ 7pm - Regular Meeting, Hybrid Meeting at DPW

July 29, 2025 @ 6pm - Regular Meeting, Zoom Meeting

Motion: Scott D.

Second: Dan P.

**To adjourn at 6:53pm
aye (Joe had left)**

Roll Call Vote: Scott-aye , Arthur-aye , Dan-aye , and Brett -

Respectfully submitted,

**Jane L. Ranley
Minutes Clerk**