

Minutes of 6/10/25 Sewer Commission meeting - via DPW Office and (Zoom)

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

Absent: DPW Director- Bill Bernard

Brett opened the meeting at 7:00 pm. and did a roll call of attendees. The Commission began the meeting by saying the Pledge of Allegiance.

PUBLIC COMMENT & ANNOUNCEMENTS - none

CURRENT BUSINESS -

---Minutes of 5/13 /25 and 5/27 /25.

Motion: Scott D., Second: Joe H.

To approve the minutes of 5/13/25 and 5/27/25.

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

---DPW Director /Sewer Business Manager Updates-

- i. **Dana Street Repairs** - Andrew reported that Pride is starting to stage equipment and will be on the site soon. Dan noted there were 2 workers there today.
- ii. **Manhole Repair IFB** - Andrew stated the contractor sent Bill the materials for submittals and they are in the process of reviewing them. They will have an update for the next meeting.
- iii. **Quarterly Demands** - Andrew reported he is waiting until due date (the 17th) for the supplemental billing and then he can start running the demands. He added that with the Munis update, it looks like they will be able to print the demands on the proper bill setup.
- iv. **Wright-Pierce ND PES Permit-** Andrew noted they approved the scope of work and will be in touch for the proposal for next year's requirements for 2026. The Commissioners reviewed the contract and Brett read aloud the components of the contract, which total \$83,800. He noted that Wright-Pierce has been their engineering contractor for many projects. Scott asked what is involved with the mapping and Andrew replied it is to assure it is accurate. Dan inquired how many residents are on the line but not connected. Andrew replied he would find out. Brett asked if there have been any new inquiries to join the system and Andrew said there have been a few calls from residents regarding the cost to hook up. Dan noted he had talked to Bill about whether there would be additional fees for adding an ADU (Auxiliary Dwelling Unit). Scott stated they had discussed the 20 year old plan for sewer and questioned if they are supposed to protect or expand the sewer. They do not want to overwhelm the system. The Commission discussed permit fees and who would make those decisions, especially considering the impact from the MBTA Communities requirements. Brett suggested discussing this in future meetings. Andrew read from the 2023 Regulations that the minimum charge for hooking up is \$2250, plus an additional \$550 for each bedroom in excess of 3. Joe suggested looking at what other towns charge and Brett stated he would need to talk to Bill. They will add this discussion to the agenda.

---Joe said he can attend only 1 more meeting before moving and Commissioners will ask around for a new candidate.

---New Assistant to the Business Manager- Andrew reported that she is doing good and there is a lot for her to learn.

---Future Agenda Items- Minutes, Dana St. work, Manhole Repair, Quarterly Demands, and discussion on ADU hookups and fees.

PUBLIC COMMENT - Brett thanked new members for attending and thanked Joe for staying on until he moves.

UPCOMING SCHEDULED SEWER COMMISSION ACTIVITIES :

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

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

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

August 12, 2025 @ 7pm - Regular Meeting, Hybrid Meeting at DPW

Motion: Joe H.

Second: Scott D.

**To adjourn at 7:33pm
aye and Brett-aye.**

Roll Call Vote: Dan-aye, Joe-aye, Scott-aye, Arthur-

Respectfully submitted,

**Jane L. Ranley
Minutes Clerk**