

Minutes of 9/9/25 Sewer Commission meeting - via Zoom (Video Conference)

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

Brett opened the meeting at 7:08 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 8/26/25

Motion: Scott D.

Second: Arthur K.

To accept the minutes of 8/26/25 .

Roll Call Vote: Scott-aye, Arthur-

aye, and Brett-aye.

---DPW Director /Sewer Business Manager Updates-

i. **ADUs** - Bill gave the Commissioners lists of ideas supplied by Dan Proctor and Andrew, which the Commissioners reviewed. He noted that they will need to write a new regulation concerning ADUs and Andrew said it would be added in Appendix G of the regulations. State law limits the size to 900 sq.ft. and Dan suggested a \$500 fee to tie in, with a \$330 fee for the extra bedroom. Dan further suggested the ADU unit sewer line must tie into the existing sewer line on the property, with no new connections on the street. Connections would be into interior plumbing or from a detached unit via a TY connection underground into the existing line going out. Bill noted a clean out would also be added and the work would be done by a licensed drainlayer. Bill would inspect the pipe and if it is bad, it would require replacement. He clarified the lateral and pipe in the street is the town's responsibility but the rest of the line is the homeowner's. Scott questioned what the fee would be for a new construction with a proposed ADU. Bill suggested there would be the fee for the new home and the fee for the ADU. It would be up to the homeowner if they want a separate water meter for the ADU, which will be noted in the regulation. The separate meter would have the tenant's name on the bill, similar to how they bill for apartments. (Dan P. joined the meeting.) Next steps would be tying these ideas together and discuss it at the next meeting, before sending it to Town Counsel for review. Dan questioned where the ADU fees would be allocated and Andrew responded probably to Flow Capacity. Arthur asked if easements would present a problem and Bill noted the regulations state no easements but there are waivers for emergencies. They can plead their case but there are criteria and it is ultimately up to the Commission. Dan added the ADU would be tied to the existing house so it should not involve an easement. The Commission discussed possible scenarios requiring a direct connection for the ADU, such as the main home being on septic. It was suggested that the house along with the ADU would be connected to sewer and the usual connection fee charged. Bill noted there is one being permitted right now. The Commission agreed to fine tuning the verbiage at the next meeting or two before sending it to Town Counsel.

ii. **Manhole Repair IFB** - Bill reported they are still waiting for the manhole cover framing to come in.

iii. **45 Riley Road Bill Credit** - Andrew noted he received a call from the resident that the water department was changing her meter and increased her usage but later gave her a credit. He said her usual bill is around \$174 but the last bill was \$283.24. Andrew asked if the Commission would vote to credit her next bill for \$83.24.

Motion: Dan P.

Second: Arthur K.

To allow Andrew to credit the next bill for 45 Riley Road for \$83.24 .

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

---Future Agenda Items - ADUs, Minutes, Manhole Repair IFB, Bill noted 2 parties interested in Easements, and Change in Use/Flow for a new gym on Mass. Ave.

PUBLIC COMMENT - none

UPCOMING SCHEDULED SEWER COMMISSION ACTIVITIES :

September 30, 2025 @ 6pm - Regular Meeting , Zoom Meeting

October 14 , 2025 @ 7pm - Regular Meeting, Hybrid Meeting

October 28 , 2025 @ 6pm - Regular Meeting, Zoom Meeting

November 11 , 2025 @ 7pm - Regular Meeting, Hybrid Meeting

Motion: Dan P.

Second: Arthur K.

**To adjourn at 7:50pm
and Brett-aye.**

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

Respectfully submitted,

**Jane L. Ranley
Minutes Clerk**