Minutes of 10/13/26 Sewer Commission meeting– via Zoom (Video Conference)
Attendees: Chair- Brett Ramsden, Vice-Chair- Scott Dall, Clerk- Dan Proctor, Member- Chip Wilson, Sewer Business Manager- Andrew Valliere, Minutes Clerk- Jane Ranley
Absent: DPW Director- Bill Bernard
Brett opened the meeting at 6:04 pm. and did a roll call of attendees. The Commission began the meeting by saying the Pledge of Allegiance.

PUBLIC COMMENT/ANNOUNCEMENTS – Dan suggested that they, as a group, need to be better about making a distinction between comments for inclusion in the minutes vs general talking about a subject.

CURRENT BUSINESS –
---Minutes of 9/29/26
Motion: Scott D. **Second: Dan P.**
To accept the minutes of 9/29/26. **Roll Call Vote: Scott-aye, Chip-aye, Dan-aye and Brett-aye.**

--- Sewer Business Manager/ DPW Director Updates–

---Transfer of Funds from Capital Plan Line – Andrew reported that they have had a few emergencies and the only line item available is the Capital Plan Line. He is asking to take the full amount of $45,500 to transfer to the Sewer Connection Fees Line. The other line items have amounts encumbered for the rest of the year. He is able to move monies back and forth but right now he needs to pay Connection Charges to Leominster. This year's budget was set up with only $10,000 which was too low since each connection to Leominster is $3,500. There have been 15 connections this year and he needs to pay Leominster $24,000, in addition to the $7,000 he already paid. Fitchburg's connection charge is $2,000 but most connections are made to Leominster. When a property connects, they pay the connection fee of $3,500, which covers the costs and it will all balance out next year.
Motion: Dan P. **Second: Scott D.**
To transfer $45,500 from the Capital Plan Line to the Sewer Connection Fee Line.
Roll Call Vote: Dan-aye, Chip-aye, Scott-aye, and Brett-aye.

---786-796 Mass Ave Connections – Andrew reported that the customer brought in a bank check for their Connection Fees to cover the first one that bounced. The Building Commissioner halted work on the property until the fees were collected and everything is ok now.

---CTE Contract - Andrew stated that the wording in the Contract was sent to Town Counsel a few times and the Contract is now with Procurement to finish and push it forward. He confirmed that Procurement is aware of the current contract deadline.

Brett asked Andrew if they had met with Town Counsel regarding the issue of billing arrears and Andrew replied they had just got the schedule for Counsel hours. After they meet with him, they will have it on the agenda.

---Future Agenda Items- CTE Contract

PUBLIC COMMENT – Scott stated they are looking for another Commissioner and anyone interested can email Andrew. He added that the driving range is for sale for over $1 million and Andrew noted it was not in the sewer district. Dan said he believed the owner did not want it to be in the sewer district which would require payment of multiple betterments. If it is sold and they want to put in Sewer, they would have to go to town meeting for approval. Dan suggested the Commissioners need to think about whether they would support it going to Town Meeting for connecting to sewer. Andrew added that if they connected it to Sewer, they would need to pay betterments or they could do private septic instead.

UPCOMING SCHEDULED SEWER COMMISSION ACTIVITIES:
October 27, 2026 @ 6pm – (Zoom) Meeting
November 10, 2026 @ 6pm – Regular (Hybrid) Meeting

November 24, 2026 @ 6pm – (Zoom) Meeting
December 8, 2026 @ 6pm – Regular (Hybrid) Meeting

Motion: Scott D. **Second: Dan P.**
To adjourn at 6:22 pm. **Roll Call Vote: Scott-aye, Chip-aye, Dan-aye and Brett-aye.**

Respectfully submitted,

Jane L. Ranley
Minutes Clerk