

Minutes of 4/26/16 Sewer Commission meeting, 17 Main St Town Hall. Attendees:
Chair, Carl Luck, Members- Sue Bunish, John Reynolds, Mike Nault, Business Manager,
Barb Lefebvre.

Guests – Kevin Olson, Matt Corbin

Restaurant owners – Ugly Omelet (Seth), Sean Patricks (Colleen)

Carl opened meeting at 7pm.

PUBLIC COMMENT

Dave Rodgers from Highland Street asked about the betterment project. He had heard a figure of \$67,000 at the Board of Selectman meeting.

7pm Public Hearing

Bylaw change- Regulation update process – ATM Warrant Article 36

Carl read from the prepared presentation that is available at the DPW office.

Colleen Flannigan, owner of Sean Patrick's, asked if everyone was going to start with a clean slate, as far as compliance goes, for the July 1st permit fee due date. It was clarified that there has always been an additional fee for noncompliance but it now has been simplified into whether you are fully compliant or not instead of three tiers. Carl stated that it will be a level playing field since most are not compliant. She also asked about waivers for external grease traps. Bob Ebersole from Main Street stated that as a homeowner on sewer, he supports the regulation changes. He noted that there is a requirement to get approval from Fitchburg and Leominster for the changes since that is where the waste water goes. Dave Rodgers had several questions. The first was how many internal and external interceptors are there and what will be their revenue. Carl responded that there are 18 establishments that have grease traps. Eight of those have interceptors and of those one is inactive and one is being deactivated so six are operational. There are twelve that have internal grease traps only. Carl noted that the new regulations will be effective upon publication and that the permit and fees will be effective July 1st.

Motion – Sue B.

Second – John R.

To close hearing on the revised sewer bylaw and regulation changes

Discussion – Carl asked if there were any recommendations from users for modification to the regulations. John R. mentioned that there was one comment from 3/29 about training employees. Carl stated that this is part of the start-up cost and that training will be provided. He encouraged people to call and request training if needed.

Vote - Unanimous

CWMP update - Warrant Article 35

Carl read from the prepared presentation that is available at the DPW office.

Carl opened this up for discussion with Wright Pierce. Kevin Olsen from Wright Pierce explained the different betterment costs for the areas. He explained that State Roads increase the cost because Mass DOT has special requirements when it comes to paving. Also, if there is less population density in an area this will increase the betterment cost because there are less units to spread it across. Dave Rodgers came forward and wanted to know more about Area 25. Carl stated that it would be a commercial district by Pioneer Drive that is more of an investment. He also questioned why the betterment for Area 6 was now \$19,000 when \$35,000 was banded about. Carl explained that the costs were lower than expected and that \$19,000 was a good estimate. Dave Rodgers made a point that there are additional costs, on top of the betterment, for residents who wish to tie into the sewer. He asked that Area 9, Whalom Area, be clarified. It was explained that the area includes Sunnyhill Road, Hollis and West Street. Dave R. also asked if the small pressure units on Lancaster Avenue will have to be replaced when Rolling Acres sewer is done. He also questioned why they were installed when Rolling Acres was a large area that needed sewer. Carl explained a gravity system with a pump station would have been over a million dollars and would not have been feasible for six people to cover and there were serious septic issues. Dave Rodgers asked how replacement pumps are going to be paid for when there are no funds accruing for it. Carl responded that there is the Enterprise Fund and Retained Earnings. This is where money would come from if a pump needs to be replaced or it may be borrowed. Carl added that they are in good shape with about \$1.2 million if something were to happen. His next question was what Leominster charges the Town and what the people whose sewerage goes there are charged. Carl explained that there is one blended rate which

is \$11.50. Debbie Sundstrom came forward with a question about her betterment cost and when it will be included in the tax bill. Carl explained that she is in the \$19,000 area but cannot give a final number until the project is finished.

Motion – John R.

Second – Mike N.

To accept the updated CWMP dated April 2016 with the additions to the plan just discussed

Vote - Unanimous

Regular Meeting

Manhole Inspections – Matt Corbin from Wright Pierce stated that 390 manholes have been inspected and 380 have been opened. When completed, the next step will be to do data analysis to see what manholes have defects and they will then make recommendations on rehabbing to prevent inflow. The report to the state needs to be submitted by June 15th and the Sewer Commission will have opportunity to review the draft before then. Carl asked if there are any areas to begin working on to reduce I/I. Matt replied that no major defects have been found.

Twin City Waiver request – There is a request for a waiver and an abatement of the noncompliance fine that was assessed. They have removed the sink but documentation from the plumbing inspector has not been received. They will be contacted to provide this. Carl brought up a similar situation with the former Center Pizza, where there is an interceptor in the ground but the establishment is no longer preparing food. The Commission discussed waivers and deactivating grease interceptors. Section K of the regulations was reviewed which covers waivers for interceptors/traps. It states that as long as the interceptor is in the ground it must be inspected once every six months and cleaned once a year. The former Center Pizza will be informed that they should apply for a waiver.

Pump Stations - Request for Bid FY17 – There are two options. It can either be a Request for Proposal or an Invitation for Bid. Jack R. stated that over the past years the Scope of Services has been fine-tuned and tweaked. He feels that the expectations, communication, pump station and generator maintenance has been well defined. He recommended that the Commission go out for a sealed bid with agreement by procurement officer. The other option would be the Request for Proposal (RFP). It involves offering it to vendors who will then come in with two envelopes. One envelope contains the proposal and the other their fees. The next step is to grade the different bids and then bidding could be opened. This was the process went through originally. There will be a pre-bid conference to further discuss the details and answer questions with prospective bidders. Jack stated that he would like to see a pay schedule for the transitional coverage per the same rate table added elsewhere in the document. All agreed and it will be updated.

Motion: John R.

Second: Sue B.

To use the Invitation for Bid process for next O&M contract for the sewer system

Vote - Unanimous

Motion: Mike N.

Second: John R.

To accept the Invitation for Bid document with the addendum of transitional support with rate table

Vote: Unanimous

Pump Station Reports – No one had issues with reports.

Pratt/Lakeview/Pleasantview Paving – There are no updates.

Minutes will be moved to next meeting.

Twin City – Reassessment request – Barb explained that we need to assign the betterment under the parcel id with School & Buildings. Betterment was originally assessed to the parcel ID 77-14 which was owned by Twin City. It is just land that they have now sold to Greener Living. Betterment should have been assessed to 78-69 where the school and church buildings reside. She had worked with the Assessors and Collector's office on this reassessment. Collector's had also provided backup to the new amount of \$33,508.83. Assessors and Collectors need the Commission to sign the Reassessment form in order to put betterments under correct id. Carl had concerns about the betterments assigned to one parcel when Twin City had originally had 3 parcels. Barb noted that assessments were made on the buildings, but adjusted for frontages and exempted for pump station being located on the property. She added that Greener Living can be assessed privilege fees for the additional use per the bylaw. Bob came forward to clarify that for Twin City, as non-residential the betterment was assessed based on capacity, not land, so there would be no issues assessing further fees for future expansion. Barb will be sending Twin City a letter regarding the FY16 betterment and the correction to the parcel id's for both Twin City and Greener Living.

Motion: Sue B.
For Reassessment of Betterment from 77-14 to 78-69 of \$33,508.83
Commission signed the Reassessment Form.

Seconded: Mike N.
Vote: Unanimous

Invoices- The Commission signed off on Fitchburg invoice and three for Wright Pierce. Carl wants the totals for police details checked on, as there was money set aside on the contract with Wright Pierce expressly for this.

Office Report – There will be two ZBA hearings on April 27th. The first is for **234 Summer St** to demolish retail and replace with single family residence The second is for **39 Mass Ave** – to allow portion of building to be used by Safelite, an auto windshield replacement company. Barb had already been in contact with the contractor for flows and need for grease traps. Carl stated his only concern is whether there is a floor drain and if that will drive the need for grease/oil separator.\\

Upcoming Sewer Commission Activities

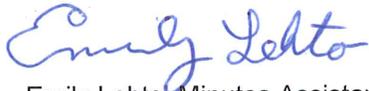
There will be an Annual town Meeting on May 7th at 9am at Lunenburg High School. On May 10th there will be a Regular Sewer Commission Meeting at the DPW. On May 21st, there will be the Town Election at Passios Elementary School.

Commission Comments – Mike N. noted that this is his last televised meeting and thanked residents for votes to allow him to serve

Motion: Mike N.
To adjourn at 9:55pm

Seconded: Sue B.
Vote: Unanimous

Respectfully Submitted,



Emily Lehto, Minutes Assistant