

Minutes of 5/10/2016 Sewer Commission meeting – DPW Conference Room, 520 Chase Road

Attendees: Chair, Carl Luck, Members- Sue Bunish, John Reynolds, Business Manager, Barb Lefebvre,

Absent: Mike Nault

Carl L. called the meeting to order at 7:04pm

Announcements

There will be a Volunteer Sign-up Booth on May 21st, Election Day, during the stroll.

PUBLIC COMMENT - None

CURRENT BUSINESS

Town Meeting results – All passed. At the next Town Meeting, there will have to be a vote if the Commission wants to take money out of the I/I stabilization account. There was discussion of changing the type of account so a Town vote would not be needed or leave as is and have as a reserve and use operational funds. The bylaw still needs to go to the Attorney General's Office but is effective. The web page needs to be updated with the new bylaw and grease trap regulations.

Pump Stations – Invitation for Bid FY17 Operations & Maintenance- To date, there are five requests for bid. They are from Small Water System Services, Weston and Sampson, Veolia, IMS and American Water Contract Service. There is a pre-bid conference at the DPW scheduled for May 12th at 1pm. Bids are due by May 20th.

Weekly reports 4/23, 4/30 - They were not received.

Pratt/Lakeview/Pleasantview Project - The pavement plan and debt exclusion passed at town meeting but still needs to go to the polls. Right now, the main roads are being done. If this passes local roads will be done too. Pratt was not originally on the list but if it passes, it would move Pratt up the list as it was part of the betterment. Laurie Kunz from Rennie Street sent an email that was received May 10th and read by the Commission. The betterment assessment was discussed, which has an August deadline. It was suggested inviting Steve P. from Weston and Sampson, who had done it previously to the next meeting to get it started. Discussion followed on talking to neighbors and encouraging people to vote in favor of the pavement plan.

Grease Trap/Interceptor Program – Centre Pizza will be asked to submit a waiver request or they will be fined.

Small Water Systems FOG (Fats, Oil, Grease) Proposal - The proposal is now for \$19,500. The Commission reviewed the tasks on the proposal. The intent is to ask for \$10,000 to be closer to self-funding. Most of the work is up front, so expected period for half the contract price is 4 months. Deb will be contacted and asked if she would be willing to do the program for four months for \$10,000 starting July 1st. They will also be asked to inspect interceptors and set up a schedule going forward to time inspections with cleanouts to gain the best information. The Commission discussed the annual letters and permit costs. Barb and Sue will review all accounts to confirm that all are non-compliant. John brought up the Ledger recount of the meeting with Colleen of Sean Patricks and how his comment 'level the playing field' may have been misconstrued. The logs to be used for submittal will also be reviewed to make sure measurement method is clear. The letter will state that fee is due by June 1st. Carl noted that for the remainder of the fiscal year and with the money left on the SWSS T&M PO he'd like to have the 6 interceptors looked at and have SWSS work with Hannaford to train them on how to open, inspect & take measurements of the internal traps. The six accounts are Crossroads (who is due for their monthly pump out), Asian, Ugly, Sean Patrick's, Hannaford & Bootleggers.

SCADA proposals – Two proposals were discussed. The one from Wright Pierce would cost over \$25,000. It was noted that it included a lot of suggestions to think about and things to do differently. The proposal from Woodward and Curran was to do a study of the ten stations to determine what needs to be done to upgrade and put SCADA in all ten. They were asked if they would be willing to propose for two stations and they replied that it was not worth it to them or to the Town. The system currently in place is pretty good. Dana from Wright Pierce had also previously stated that it would not save money in operations. It was questioned whether Small Water is using the information that the SCADA system provides. It was suggested to have them fill out a matrix, for the three big stations, of what all the alarms are and what response is required. It is felt that the current SCADA system isn't understood and it is difficult to know if there is a benefit to it. This will help the Commission understand what exactly SCADA does and how Small Water is using the information. Deb from Small Water will be contacted about having

this done. The current system on Leominster Rd was discussed. It is outdated and Woodward and Curran stated that it would be difficult to duplicate and be a disservice to the Town to do so. The Commission next discussed what should be done and having a study done of how to upgrade and assist with I/I. John R. noted that when he went to the pump stations with Jimmy and Woodward and Curran that one of the safety nets at Dana Street for the wet well was missing. He also mentioned that if the pumps were to fail at Dana Street if Small Water has the capability or access to someone who could pump to pipes.

Minutes – The minutes from 12/8/15 and 3/29/16 were reviewed. They had been tabled at the 4/12/16 meeting.

Motion – John R.
To accept the minutes for 12/8/2015

Second – Sue B.
Vote - Unanimous

Motion – Sue B.
To accept the minutes for 3/29/2016

Second – John R.
Vote - Unanimous

The minutes from the 3/7/2016 workshop were reviewed. They had been tabled at the 4/26/16 meeting

Motion – John R.
To accept the minutes for 3/7/2016 workshop

Second – Sue B.
Vote - Unanimous

The minutes from 4/12/2016 were reviewed. Corrections will be made to the section on SCADA and the wording will be clarified.

Motion – John R.
To accept the minutes of 4/12/2016 as amended

Second – Sue B.
Vote - Unanimous

Action File Issues

Invoices: There was one invoice from Koppelan and Paige for \$357.

Hollis Hills – Dan McCarty, who represents Brogna, requested a meeting with the Town. Carl Luck, Jaime Toale, Mike Sauvageau and Ray Beal attended. The development was discussed and Dan was advised to proceed.

Business Manager Report - Barb noted that she had provided the YTD figures for FY17 and added that all PO's for current year spending must be in by May 27th. She has spoken with Jack about line jetting and he may have other ideas for spending through year-end as well. The I/I DEP Plan & Analysis was discussed and the required submittal to DEP by December 2017. Pat Cotton of Weston and Sampson had sent suggested actions on I/I and the DEP plan and analysis requirement back in February. This will be put on the May 31st agenda for discussion.

Permits to connect – There are nine permits to connect: 40 Elm St, 96 Whalom, 166 Whalom, 83 West, 15 Oak Ave, 38 Pleasantview, 3 Oak Ave, 21 Pleasantview and 270 Electric.

Grease Trap Regulations - They were posted in the Ledger on May 6, 2016. The changes are in effect as of that date.

ZBA issues: There will be two Hearings on 5/11/2016. They are for 8 Mass Ave (auto detailing/remote starters) and for 234 Summer Street.

39 Mass Ave – Information on the oil/water separator was received today and will put it on the May 31st agenda.

This was Mike Nault's last meeting but he never came to get his plaque honoring his service. Barb will bring him the plaque and the cake to his place of business tomorrow. He will be missed.

UPCOMING SEWER COMMISSION ACTIVITIES

There will be a Pre-bid Conference at the DPW on May 12, 2016. The Town Election will be on May 21, 2016. The next Regular Sewer Meeting is scheduled for May 31, 2016.

Motion – John R.
To adjourn at 8:50pm

Second – Sue B
Vote – Unanimous

Respectively Submitted,



Emily Lehto, Minutes Assistant