

Minutes of 8/09/2016 meeting – DPW Conference Room, 520 Chase Rd

Attendees: Chair - Carl Luck, Members – John Reynolds, Joan Pease, Business Manager - Barb Lefebvre

Absent: Joe Anderson

Called to order at 7:02pm

Announcements

There is a joint meeting with the Board of Selectmen on August 16th to discuss volunteers. An agenda for the meeting was handed out

John R. attended the pump out at Bootlegger's and gave the Commission a summary. The Commission then discussed a crack in the tank. Barb L. will expedite a report from Wind River and send a letter to Bootlegger's regarding repair.

Current Business

Meeting Logistics – The Commission discussed meeting earlier and sitting at the table as oppose to the stage for the televised meetings.

Grease Trap Program – External inspections RFQ – The Commission discussed getting quotes. Ratta, Sheldon, Wind River and Small Water Systems Services will be contacted.

SWSS Invoice Follow up – The Commission discussed the invoice and the issues that were still of concern. A Time and Materials Spreadsheet was handed out along with the invoice that was discussed.

SWSS Time & Materials – There is no update yet.

Kabobelicious – The Commission discussed their non-compliance and lack of response to certified letters sent. Wording of a letter sent was also discussed.

Motion: Joan P.

Second: John R.

Send a letter to the Board of Health and Kabobalicious that they no longer have right to discharge into the sewer system

Discussion: The Commission discussed what the letter would state.

Vote: Unanimous

I/I Reduction - Prioritized list of Operations Remediation Proposed Work – The Commission discussed the cost of repairing manhole covers and if there is a gain in doing so. The importance of reducing I/I was also discussed.

Inflow/Outflow - Data Review and Action Plan – The Commission discussed the flow meters and issues there have been. An updated Q4 flow to billing comparison spreadsheet was reviewed and discussed. Wright Pierce and Weston and Sampson will be asked to discuss with Commission and for quotes. Flow Assessment will be contacted for more insight.

Pump Stations- The reports were reviewed and no issues were noted. The Commission discussed new members doing a tour of the pump stations.

Outreach to Lunenburg Water District – Opening communication with the Water District was discussed by the Commission. Carl asked John if he would agree to be the liaison to the Water Department. John agreed to do so.

SRF Project – Betterment calculation work – A spreadsheet of calculated betterments was reviewed and discussed. The Commission discussed scheduling a workshop with Weston and Sampson for further discussion. **Final cost reporting** – This has not yet been completed.

Minutes – Minutes for 8/25/15, 9/15/15, 7/19/16 and 7/26/16 were reviewed by the commission.

Motion – John R.

Second – Carl L.

To approve sewer commission minutes of 8/25/2015

Vote – Unanimous (Joan P. abstained)

Motion – John R.

Second – Carl L.

To approve sewer commission minutes of 9/15/15

Vote – Unanimous (Joan P. abstained)

Motion – Joan P.

Second: John R.

To approve joint meeting minutes of 7/19/16

Vote: Unanimous

Motion: Joan P.

Second: John R.

To approve sewer commission minutes of 7/26/16

Vote: Unanimous

Business Manager Report – Invoices - There was one from Fitchburg that was approved by the Commission. **Permits to connect** - There was one permit to connect. **Q1 billing** - This has not been completed yet.

SWSS O&M contract- The revised contract, which was approved at last meeting, was signed.

Upcoming Sewer Commission Activities

August 16, 2016 Board of Selectmen Workshop
August 23, 2016 Workshop, DPW
August 30, 2016 Regular Sewer Commission Meeting, Town Hall

The Commission discussed the upcoming meeting Carl L. and John R. will have with Jack Rodriquenz, Kerry LaFleur and Bob Ebersole on roles and responsibility.

Motion: John R.
To adjourn at 9:03pm

Second: Joan P.
Vote: Unanimous

Respectfully submitted,


Emily Lehto, Minutes Assistant