

Minutes of 3/17/15 Sewer Commission meeting - DPW conference room 520 Chase Rd. Attendees: Chair, Carl Luck, Vice-Chair, Dave MacDonald; Members, Mike Nault, Butch Bilotta, Business Manager, Barb Lefebvre. Absent: Troy Daniels

Carl opened the meeting at 7:01pm, and introduced the 1st appointment, Kevin Olson and Matt Corbin of Wright Pierce regarding the **Pratt St/Lakeview Ave SRF project**. Kevin provided a copy of the bid schedule to review the status of the Construction Bid. Dave confirmed that the bid was advertised in the Ledger and Central Register. Plans are available at Wright Pierce for pickup and at the DPW for review only. On 4/1, there is a pre-bid meeting 10am at Town Hall for questions. Matt will be there. On 4/15, bids are opened at 2pm. Wright Pierce will review the bids, check figures, do reference checks. Carl plans to be there and Jack Rodriquenz. Once the lowest responsible bidder is chosen, they'll send request to DEP to award the bid which they expect by 5/22, with the notice to proceed issued by June 5. This has to happen before 6/30 per SRF rules. Kevin assured the group that these dates are not etched in stone. Dave agreed that Wright Pierce is best suited to go through the bids to select the lowest responsive bidder, that's why we hired them. They'll look at the bids and check that the bids have all the information. Kevin added that it is not necessarily their decision but a Mass General law ruling. Whether the Sewer Commission needs to vote on it is up to them but not many communities that they've worked with bring it to a vote. It is usually just the lowest responsive bid but someone appointed by the Sewer Commission or Jack can select the bidder also. Carl stated that we'll target the end of April for announcement. It was determined that Wright Pierce will run the bid opening meeting. **Estimated Betterment**– Carl asked for Kevin's input on sending out estimated betterments to help with interim financing. Kevin asked whether it could wait until after the bid opening because cost is the biggest variable and we'll have a better sense after we've opened the bids. Carl asked for the process in doing this but Kevin had not had any town he's worked with do one before. Also, this is a very short-term project. Kevin will check but meanwhile we can check with our counsel whether it is something we can do. Matt handed out the latest cost estimate with bottom line of \$1,888,000. Dave asked whether Wright Pierce is coordinating the work with the water department and Unitil. Matt answered that Lunenburg Water is not involved but they had been in touch with Joe Z of National Grid and will coordinate. Dave stated that there had been conversation and that Unitil should share in pavement costs, start with 50%. Kevin said that they would initiate the request. Mike noted one line item for replacement of water main and Matt stated it was there for contingency only. Matt also provided one mylar and 2-3 paper copies of the 12/5/14 plan relating to the easements that counsel will likely wish to record at the Registry of Deeds. **Pleasant View Ave Betterment and SRF modification discussion**– Carl summarized the Pleasantview issue for Bob Ebersole who had joined the meeting to provide the information to the Board of Selectmen next Tuesday, adding that the Commission is moving forward on having Pleasantview on the warrant for Town Meeting. Kevin added that there is a definite upside to both cost and schedule to add this street to the Pratt/Lakeview project as you can usually negotiate a good price with contractor as long as the Town and Kerry is okay with adding it in. Commission discussed having as addendum or separate project and how quickly we would have it designed and what the cost would be. Kevin noted that the design could be done in August and handed to contractor and under that scenario, contractor could get the work done by 11/15. We'll need to check with Kerry if it has to be done as a separate project or as a change order. Matt noted that DEP needs to approve anything over \$100k as a change order and he will check tomorrow if DEP would be favorable. Carl will check with Kerry on the change order and what the bond interest may be. Kevin stated that even if the change order is approved by DEP and Kerry, there is always the option to do it as a separate project. Kevin noted that there is also a question of the water main replacement. Matt provided a quick number for 600' of \$175 per linear foot, for an 8" water main would be about a \$105,000 project. Kevin added that the contractors would lay the deep sewer 1st, lay water next and pave only once. Carl noted that it complicates SRF and Matt added that they can do it but water would be considered ineligible for the SRF so there was no action taken. Matt also brought up that Leominster currently provides the water to the street and who would own the line if Lunenburg fixed the pipes. Dave added who would pay for the repair. Carl stated that Kerry was thinking this would be a water betterment. Dave requested that this Commission not get tied up in this issue and that it is really between the Town and Leominster. The Water District does not extend to that area. Carl noted that Jack wants Leominster to handle it. Kevin asked about getting the water item on the warrant. Carl stated that the deadline for placeholders is March 23, and there is just not enough time. Matt had done research on the **comparison of grinder pumps** which was handed out. Carl noted that it is good to have an option but the E-one proves to be preferable and it may be best to standardize with the one pump. Kevin noted that there are 7 – 8 different pump vendors and Matt reviewed each one. But when they looked at design it worked better with E-one, adding that they are industry leaders, service is really important, and that they are on-call 24/7. Other vendors require residents to pull out the pump and ship it to the plant for repair. Butch noted that it makes sense to stay with one pump. Kevin noted the value of having all pumps same. Dave notes his concern for taking out competition in the pricing. Kevin stated that the resident doesn't have to go with the recommendation, but we could bring in FRMahoney, pre-negotiate and hold them to a number. We could save \$2-300 per pump. Carl brought up the extended warranties. Commission discussed other vendors, and their design. Carl asked Wright Pierce to find two pumps that would technically work and then negotiate with E-one. They have a great reputation adding that Chelmsford requires their use and Harvard lists them in their connection paperwork. Dave wants to do a comparison (i.e. extended warranty, equipment breakdown, etc) and let the Commission negotiate the best deal for the Lunenburg residents.

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Kevin will talk to Flygt and do a budget bid, then compare. Carl wants it before the neighborhood meeting. **DEP Tech Assistance Grant Solicitation** – Carl would like a grant to help us do more on the CWMP or at least start discussion, and there is an opportunity to get additional funding. Matt stated that at a DEP pre-proposal meeting last week, he learned that once they rank the priorities, they will give out the full \$30,000 until it's gone. The priorities would be in asset improvement (hardware) so the chance of getting the money to update the CWMP is not likely. The fund, originally at \$2.7million was reduced to \$400,000. Dave asked what we need to go after. Kevin said they would take another look, get more guidance on the criteria. With the pot reduced, not a lot of communities may go after it. Carl asked what asset management needs do we have that would qualify. Kevin noted water drainage, Matt suggested software for asset management. Kevin added that the grant application is due 4/14 which is not a lot of time. Matt also pointed out the median income for Lunenburg is around \$76,000. With the statewide average at \$66-68K, by being above the town would have to contribute 25% to the project. Kevin notes he just wanted to manage the Commission's expectations, that the percent chance of winning is low. Carl asked and Kevin noted the proposed changes to the CWMP: Fitchburg IMA, needs areas, SSA adjustments, re-routing flow. Carl stated that it is important to update the document, at the same level of detail and asked Wright Pierce to provide the cost, understanding that the amount of monies available affects the scope. Matt confirmed that the Commission had budgeted \$20,000 in FY16. Kevin stated that to do it right, it could be a bit more, but no more than \$40,000. Dave asked for the priority. Kevin noted that the Fitchburg re-route would be first. Kevin asked if there'd been any conversation with Leominster. Carl stated we have the capacity, but asked if there were any issues on the horizon with Leominster. Kevin stated that there are more with Fitchburg. Carl will discuss with Kerry and Jack to see if there are other areas of town for the DEP assistance grant and pass it along. Kevin noted the DEP tech assistance work must be completed by 12/31/15.

Grant of Easement vote - Carl read the **motion for the Easements**, “That we approve and accept the easements granted by the land owners for sewer purposes over those portions of Lakeview Avenue, Sunset Avenue, and Harris Avenue shown on a plan entitled “Lakeview Avenue, Sunset Avenue, Harris Avenue, Lunenburg, MA, Drawing Title: Easements & Rights of Way Survey,” dated December 5, 2014, prepared by Lighthouse Land Surveying LLC.” Dave stated ‘so moved’, Butch seconded. **Vote taken was unanimous.** Commissioners signed off on the 14 Easement documents. **Eminent domain request for 40 Lakeview Avenue (112-40)**- Carl then read the **motion for the Order of Taking**, “That we approve and sign the Order of Taking by Eminent Domain of permanent easement for sewer purposes in a portion of Lakeview Avenue in “Easement Area A” adjoining the lot shown as “Whaloma Park” on a plan of land entitled “Lakeview Avenue, Sunset Avenue, Harris Avenue, Lunenburg, MA, Drawing Title: Easements & Rights of Way Survey,” dated December 5, 2014, prepared by Lighthouse Land Surveying, LLC; and further to award no damages to the property owner; and further to authorize Town Counsel to record the Order of Taking with the Worcester-North County Registry of Deeds within thirty (30) days of this date.” Dave made the **motion to accept**, Butch seconded. Carl asked for discussion on the verbiage in the Order of Taking document regarding the statement that no betterment would be assessed on this property. Barb stated that that is because up until now, the property has been “owners unknown”, and that counsel has left it open, in case upon further research it is determined that Ivers is not the true owner. Barb read from the Order “Said land is owned or supposed to be owned and/or formerly owned by the persons listed below, hereinafter collectively referred to as the Owner. If in any instance the name of the Owner is not correctly stated, the name of the supposed Owner being given as of this Order of Taking, it is understood that in such instance the land referred to is owned by an Owner or Owners unknown to us... Owner: Ivers P. Lawrence and his heirs and devisees under Worcester Probate No. 178810, Property Address: “Whaloma Park,” Lakeview Avenue, Lunenburg, Massachusetts”. Barb noted that the name of Ivers surfaced after this recent title search, but the likelihood of reaching him or his estate is slim, since the plan was recorded around 1901 and he is long gone. Barb added that the Town had been unable to do a taking, or collect taxes. Commission discussed and determined to be better to assess betterments that we had a chance of collecting. Carl asked for a vote. **Vote taken was unanimous.** Commission signed the Order of Taking document.

Current Business

Town Meeting Warrant articles – Commission discussed the 3 placeholders to go on the warrant, which need to be submitted to Kerry on 3/23. Commission first discussed the Pleasant View placeholder, #2. Carl was concerned that it would cover the extension if the SRF funding option did not happen. Barb will confirm with Jeff Blake. Commission also discussed the highlighted text: “provided that the Sewer Commission may expend such funds only if at least ___ of such borrowing is through the State Revolving Fund loan program based upon eligibility in Calendar Year 2016” which Jeff had included, and wanted it removed. Barb will advise counsel that we want to take out that clause, and clarify that the placeholder works whether we use SRF or not. Dave made the motion to take out the highlighted section and clarify with counsel. He then revised the **motion to state that we submit the placeholder for the Pleasant View extension after it has been updated and approved by Carl. Butch seconded. Vote taken was unanimous.** Article 1 is the standard budget request previously approved by the Commission and for Article 3, Carl described the Reserve Capacity Fee Stabilization Fund and

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the need for the stabilization fund to be put in place. Carl asked for a **motion to put the stabilization fund forward. Mike made the motion for Article 3, Butch seconded. Vote taken was unanimous.**

SWSS was skipped over since it was getting late, and they have been invited to come to the last meeting in March. Dave wasn't sure that was good timing. Barb noted that Weston & Sampson had submitted a quote for the **Town-wide Manhole Project** for \$25,000. Commission wanted to pass over it until the next meeting. Carl added that we had received a formal quote from Pat for the **Manhole Plotting** job for \$1000 and asked for a vote to authorize approving that work. Dave made the **motion to update the manhole mapping in town for \$1000, Butch seconded. Vote taken was unanimous.**

Sewer Commission Projects update- Carl asked to move quickly through the rest of the agenda as it was getting late.

I/I reduction project- Barb noted that we hadn't yet received a package from Weston & Sampson to start the I/I job.

37 Graham- Barb stated that we'd received a quote for a liner to seal off 37 Graham St from Weston & Sampson for **\$4750**. Jack had provided an estimate of \$3500 to have it dug up to disconnect. Barb noted that per Jack's email of 3/17 that he was in favor of the using this technology for both 37 Graham and the issue at Elizabeth to make it more cost effective. Discussion followed with Dave expressing his serious disappointment that the issue at Elizabeth had not yet been resolved. He wanted it on record that he thought that the Elizabeth St. job was done. Mike agreed, and they want the manhole filled. Discussion continued and both Dave & Mike felt the pipe should be cut, and when new owners take over, they'll have to pay to reconnect. Carl added there may be additional costs as well, if we are paying for the disconnection. Carl made the case for the liner, as that would accomplish stopping the flow in the main. Dave asked to have Proctor or Powell price a bladder as it may be better to have local guys do the work. Carl suggested getting another quote for digging a hole and putting in a bladder. **Butch made a motion to dig a hole and cap the pipe for \$3500. Mike seconded.**

Discussion continued with Carl stating that the Commission should hear from Jack as it is on the operations side. Dave wants Elizabeth Street fixed and the pipe cut at 37 Graham. Carl is still not comfortable for the Commission to be making an operations decision without Jack being present. Butch noted there was an open motion. **Vote taken, 3 for, 1 against.**

Flow Rate/Metering –Barb noted that Flow Assessment is coming out on Thursday to replace the corroded unit on Mass Ave. Both Al Packard(SWSS) and Mike hope to be there. Discussion followed on the unit that had been replaced after the accident had leveled it and they had put it underground to prevent the same happening again. But Flow Assessment had informed Barb that because it is underground and shallow, the moisture will continue to continue to corrode and Barb has asked for a quote for the above-ground cabinet. **Annual Town report submittal** – Barb noted we'd received the request, and hopes to have something by the end of the month. Barb noted that she had completed the **Public records request for Aro Estates** last week. **Town Caucus on March 16** –Carl stated that there were no candidates for nomination. There will be a **Joint Executive Session with Board of Selectmen on Hollis Hills** on March 24 at 6pm at Town Hall. Barb noted that there were no **Minutes** for review. **Business Manager report** – Barb reminded the Commission of the **FY16 Budget Presentation to FinCom** on 3/19 at 7:30pm. Barb provided the most recent FinCom handout that Carl had provided. Carl noted that the most interesting section is the charts where the two funds are shown and noted that the funds' lowest point is in 2018. He added that this is extremely conservative, however, and doesn't take into consideration privilege fees, new connections, or the Lorden 40B units. Dave noted additional accomplishments of the Commission that were not shown, including public awareness and the SCADA units. Barb noted that because of the work of the Commission with pump station monitoring and grease trap reports, that the town saved 2% on the cost of insurance. She reminded the Commission of the **Volunteer Appreciation Social** on 3/31 at 6pm at the Eagle House. She had sent out 172 Q3 demands today. Carl asked for Commissioners Comments. Dave stated that as far as Small Water attending the televised meeting on the 31st, he wasn't sure that was the best time to have them come. Commission discussed possibly moving them to a non-televised meeting and Carl said he would consider it. Mike thought the \$9000 estimate for the 2nd SCADA was high since subsequent installations were supposed to be cheaper.

Adjournment

Carl asked for a motion to adjourn. Mike made the **motion, Dave seconded. Vote taken was unanimous and the meeting was adjourned at 9:55pm.**

Respectfully submitted,

Barbara Lefebvre