

Minutes of 10/27/15 Sewer Commission meeting – Town Hall, 2nd Floor meeting room. Attendees: Chair, Carl Luck, Vice-Chair, Mike Nault, Members-Troy Daniels, Sue Bunish, John Reynolds, Business Manager, Barb Lefebvre.
Guests: Bob Ebersole, Walter Rinki, Bill Severance, Sean Flanagan and Colleen Flanagan

Carl opened the meeting at 7 pm.

Announcements

The sewer extension for Pratt/Lakeview Avenue has been accepted as substantially complete.

Appointments

Bill Severance from 768 West Street is looking to subdivide his property and will need a sewer extension to the new lot. The Commission discussed the logistics of the project and what Bill S. will need to do on his part.

Twin City Baptist has rescheduled for November 10th. The Commission discussed the policy involved with the discontinuance of a 3bay sink.

Sean Flanagan and Colleen Flanagan from Sean Patrick's came before the Commission to discuss their non-compliance to grease trap requirements and the resulting fees. There was discussion on their situation and current policies on pumping and inspections were reviewed.

Motion: Troy D.

Second: John R.

To waive non-compliance fees for Sean Patrick's up to this date to \$100, payable within 7 business days to avoid any additional non-compliance fees. Reporting should be up to date.

Discussion – The Commission discussed what would happen with future non-compliance.

Vote: Unanimous

Vote-Unanimous

Current Business

Pratt/Lakeview Sewer Extension project – The project is now substantially complete. Walt Rinki (Pine Road) had a question on permits and also asked if the road was going to be paved. The Commission discussed the road paving for the project.

Applications for Permits to Connect – These can begin to be accepted on October 28, 2015

Pleasantview Ave Project Commencement - Sue B. recused herself from the discussion. The Commission reviewed updates on the project.

Grease Traps - The Commission reviewed a list of non-compliant accounts. There was discussion on the biggest standouts on the list and Small Water System Services. There was also discussion on how to get compliance. The follow-up Notices of Non-Compliance forms were reviewed.

Motion: Troy D.

Second: Sue B.

To accept the follow-up non-compliance fee for internal and external grease traps forms to be used by the business manager

Vote: Unanimous

Fats, Oils & Grease (FOG) Workshop 10/6 – The Commission discussed follow-up actions from the workshop. The requirement of monthly inspection of the external unit was also discussed. Another workshop on grease trap regulations will be scheduled.

Private Extension process - The Commission reviewed and discussed the revisions made to private extension, surety bond and privilege fees.

Road Opening Permit discussion – There was a discussion of what role the Sewer Commission has in this and the need to define roles.

Inflow/Infiltration (I/I) remediation – I/I and ways to track it were discussed.

SCADA systems - Competitive Bid - The last quote from Small Water System Services was reviewed. The Commission then discussed going out to bid.

Funding Sources for Public Projects/Individuals - There is no new information. The Commission discussed ways to get more information.

Flow Rate/Metering – There is no update.

Business Systems and Process Improvement – There is no update.

Project Funds – Available funds were discussed and what they have been recently used for.

Privilege Fees FY16 - Sewer Orders #9 & #10 for FY16 Actual taxes - There were two that were signed by the Commission.
Commitment for Privilege Fees Paid – The Commission signed the Commitment for the two properties that had paid their privilege fees in full. The Commission then discussed putting a lien on a property.

Permits to connect - There is one permit to connect.

SWSS–Pump station reports – The Commission reviewed and discussed the three most recent reports received.

Business Manager Report – Invoices from Fitchburg and Wright Pierce were presented for approval. A contract worksheet for Wright Pierce was reviewed. The website has been updated information regarding substantial completion

Upcoming Sewer Commission Activities

November 3, 2015 – Workshop at 6pm - DPW

November 10, 2015 –Regular Commission meeting, DPW

November 16, 2015 – Special Town Meeting

Motion: Sue B.

To adjourn at 9:50pm

Second: Troy D.

Vote: Unanimous

Respectfully Submitted,



Emily Lehto, Minutes Assistant