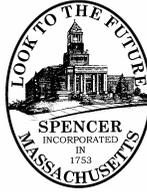


**TOWN OF SPENCER, MASSACHUSETTS**  
**OFFICE OF THE**  
**SEWER COMMISSION**

FRANICS X. WHITE, CHAIRMAN  
LAWRENCE H. DUFAULT, CLERK  
MICHAEL J. MERCADANTE, MEMBER

MARK R. ROBIDOUX, SUPERINTENDENT



3 OLD MEADOW ROAD  
SPENCER, MA 01562  
TEL. 508-885-7541  
TTY 508-885-7525  
PLANT 508-885-7542

**Minutes of Meeting held December 13, 2011**

Meeting of the Board of Sewer Commissioners held at the Water Department, 3 Old Meadow Road, Spencer, MA.

Members present: Francis "Frank" X. White  
Lawrence "Larry" H. Dufault  
Michael "Mike" J. Mercadante

Sewer staff present: Mark Robidoux, Supt.  
Debra Graves, Sr. Clerk

Meeting was called to order at 5:01pm.

1. Read and accepted minutes for October 11 and October 21, 2011.
2. Signed monthly commitment for septage fees.
3. Superintendent Mark Robidoux Reports:
  - Monthly Operations Report
  - Monthly Monitoring Report(Reports are on file at the Utilities & Facilities Office)
4. Highland St. Resident: Reimburse for sewer, because resident has a tight tank. Larry motioned to reimburse \$476.40, seconded by Mike, Frank voted no, but majority passed. Commissioners would like a letter sent to Bob Wall about the tight tank.
5. Saint Joseph's Abbey: The WWTP has tested the wastewater from their jelly canning process for BOD5. Test results were over 2,000 mg/L. Initial testing by a private lab indicated that BOD5 was 330 mg/L and disposal fees were set the same as tight tank wastes based on BOD5. A review of BOD5 since the installation of the holding tank merits an increase in disposal fees. Need to schedule a public meeting for January 10, 2011 for disposal fees.
6. Woodbridge Estates Reserve fee: The Sewer Commissioners would like to check minutes and continue this at their next meeting.
7. Sewer Commissioners would like to bring up the Superintendent's step raise at the next meeting
8. Job description: Sewer Commissioners would like the Assistant Chief Operator position to be advertised.

9. Review FY13 budget: Waiting to find out about retained earnings before deciding if they would have to increase rates or cut budget, also need a 10 year Capital Plan.
10. Meadow Rd. Pump Station: Will be going to bid in the spring and construction should start in July. An above ground generator & propane tank would also be installed.
11. Rutland Sanitation has paid their invoices. The Sewer Commissioners would like to welcome them back to the WWTP for septage and tight tank disposal with a limit of \$8,000 for disposal. If they go over the limit they would have to bring a check by the WWTP.
12. Penn Valley Pump upgrade: Reconditioning/Exchange Program for Double Disc Pump that will be used for the septage tank. Mike would like to see more information before going ahead with this program.
13. Sewer Commissioners received three quotes for Aeration Blowers and Emergency Generator for the WWTP from Tighe & Bond, Wright-Pierce, and SEA. The Sewer Commissioners would like to set a meeting to meet with the companies that sent in the quotes before making a decision.

Meeting Adjourned at 6:45pm. Motion by Larry, seconded by Mike, and in favor, Frank.