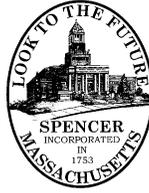


**TOWN OF SPENCER, MASSACHUSETTS**  
**OFFICE OF THE**  
**SEWER COMMISSION**

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  
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**Minutes of Meeting held February 15, 2012**

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

Financial Team: Adam Gaudette  
Alaine Boucher  
Mary Williams  
Mary Barrell

Meeting was called to order at 5:04pm.

1. Read and accepted minutes for January 10 and January 31, 2012.  
Read and accepted minutes for February 7, 8, & 9, 2012
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. Revenue: Met with the Financial Team about the Sewer Enterprise Fund deficit of (\$-15,096). Our retained earnings were used for the FY12 budget and we have no retained earnings for FY13. They suggest that the retained earnings be used for capital improvements or let it ride over into the following year. It should not be used for operating expenses. The Sewer Commissioners would have to hold a public hearing to discuss increasing sewer fees to balance the FY13 budget.
5. Retained earnings are certified based upon the unaudited balance sheet submitted to Massachusetts Department of Revenue. The Sewer Commissioners would like an e-mail sent to the Town Accountant asking why the balance sheet is not audited.

6. The Sewer Commissioners appointed Charles Neveu to a permanent position with the Town of Spencer Sewer Department. Motion by Larry, seconded by Frank, and in favor, Mike.
7. The Sewer Commissioners will offer James T. LaPlante the Assistant Chief Operator position for the Town of Spencer Sewer Department effective March 5, 2012. Mr. LaPlante will have to pass a physical and CORI check.
8. Rutland Sanitation Request: Housing apartment complex in Leicester in failure needs frequent pumping of septage. Rutland wants to know if Spencer WWTP will charge the tight tank price. Commissioners agree to charge the regular stepage price. Also, a restaurant in Sterling has a tight tank due to a collapsed septic tank. They are currently being charged the tight tank price, but because it's a commercial account the commissioners agree that they should be charged the regular septage rate.
9. Sewer Commissioners reviewed the FY13 budget and Capital Planning.
10. Flexcon Permit: Sewer Commissioners reviewed the results of Plant 5 boiler blow down analysis.
11. Rate increase: Need to schedule a public hearing for March 13, 2012 at 7:00pm to discuss increasing sewer fees.
12. DEP Clean Watershed Needs Survey: DEP wants the engineer to fill out, but they will reimburse the Engineer. The Sewer Commissioners agree to have Wright-Pierce complete the survey.

Emergency discussion:

57 Lincoln Street: Resident requesting abatement on sewer because the furnace was leaking and did not go through the sewer. Motion by Larry to abate \$260.00 on the sewer bill, seconded by Frank, and in favor, Mike.

Meeting Adjourned at 8:40pm. Motion by Mike, seconded by Larry, and in favor, Frank.