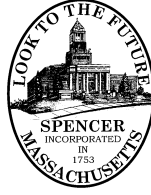


TOWN OF SPENCER, MASSACHUSETTS

OFFICE OF THE SEWER COMMISSION

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

JAMES T. LAPLANTE, JR., SUPERINTENDENT



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

Minutes of Meeting held September 15, 2021.

Meeting of the Board of Sewer Commissioners held at the Water Department, also, broadcast live from the Spencer Water Department, 3 Old Meadow Rd, Spencer, MA. (Documents are on file at the Utilities and Facilities Office)

Members present: Francis "Frank" White
Lawrence "Larry" Dufault
Michael "Mike" Mercadante

Sewer staff present: James Laplante, Jr., Supt.
Debra Graves, Sr Clerk

Others present: William Cundiff, U&F Superintendent

Dial in: Kevin Olsen, Wright-Pierce

Meeting was called to order at 3:06pm.

Vote to approve Meeting Minutes for August 11, August 20, & September 2, 2021.

A motion to approve the minutes of August 11 and August 20, 2021 (Larry/Frank) passed 2/0 with a roll call vote: Larry-yes, Frank-yes. A motion to approve the minutes of September 2, 2021 (Larry/Frank/Mike) passed 3/0 with a roll call vote: Larry-yes, Frank-yes, Mike-yes.

Superintendent James LaPlante Reports:

- Review Monthly Operations Report
(Reports are on file at the Utilities & Facilities Office)

Sewer Systems Upgrades:

- Review Wright Pierce – Owner's Project Manager (OPM) revise Scope and Fee Proposal. Proposed total fee \$229,400.00, also will take minutes of any design meetings on top of the already proposed construction meetings. Regarding design amendments for minutes of meeting. Proposed schedule - available to begin providing OPM services for this project immediately following contract signing and receipt of the notice-to-proceed. Construction phase (September 2021 through April 2024). Larry Motion to accept 9/3/2021 OPM Scope and Fee Proposal with minutes of all meeting designs, seconded by Frank, all in favor. Roll call vote: Larry-yes, Frank-yes.
- Review Proposal to perform Sewer System Evaluation Survey (SSES) – Phase 2, 3 and 4 for the wastewater collection system. Proposed total fee \$202,000.00. Town Administrator will be signing off on the SSES- Phase 2, 3 and 4.

Budget & Capital Items:

- Sewer commissioners would like to ask Wright-Pierce about a rate proposal.
- Smithville Road: jetted and video inspect area up to Meadow Road. Three manholes that will need to be raised for the Smithville Road Project. Will get an estimate from E.M. Thibault Excavation.

Public Meeting adjourned at 4:10pm motion by Larry, Second by Frank, all in favor Mike.

The Board voted and approved minutes on 10/13/2021

Respectfully Submitted,
Debra Graves