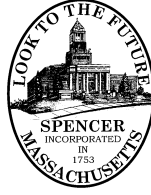


TOWN OF SPENCER, MASSACHUSETTS

OFFICE OF THE SEWER COMMISSION

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

JAMES T. LAPLANTE, JR., SUPERINTENDENT



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Minutes of Meeting held January 20, 2021

Meeting of the Board of Sewer Commissioners - Audioconference Broadcasted Live from McCourt Social Hall, Memorial Town Hall, Spencer, MA.

Francis White called the meeting to order at 4:04pm and announced that the meeting is being conducted remotely consistent with Governor Bakers Executive order. In order to mitigate the transmission of the COVID-19 Virus. We are currently meeting with a combination of members present and remote. All votes will be taken by roll call in accordance with regulation 940, CMR 29.10 of the Open Meeting Law.

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

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

Vote to approve Meeting Minutes for December 29, 2020.

A motion to approve the minutes of December 29, 2020 (Larry/Frank) passed 3/0 with a roll call vote: Mike-yes, Larry-yes, Frank-yes.

Superintendent James Laplante Reports:

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

Budget & Capital items:

- Sewer Commissioners review FY22 Budget and retained earnings. Mike motion to approve preliminary budget, seconded by Larry and all-in favor Frank. Passed 3/0 with a roll call vote: Larry-yes, Mike-yes, Frank-yes.
- Tighe & Bond rate evaluation proposal cost is \$12,000. This not a software package, it's a spreadsheet to be used has a tool guide. Sewer Commissioners would like to see if Tighe & Bond would reduce cost to \$9,500.00. This is on hold until Tighe & Bond comes back with a figure.

Sewer Systems Upgrades:

- Sewer Commissioners review the jetting equipment quotes. This would have to go out to bid. Mike motion to go forward with the Bid, seconded by Larry and all-in favor, Frank. Passed 3/0 with a roll call vote: Larry-yes, Frank-yes, Mike-yes.

Rapscallion Brewer:

- Sewer Commissioners decided no pretreatment necessary at this time, although any expansion or increase in flow could trigger Pre- Treatment, Fee's, and additional testing. Two (2) water meters will be used to track Domestic and Brewery usage. Discharge from brewery would be separate flow and would have to be recorded with the installation of an effluent flow meter. Brewery discharge will be billed at a separate rate as determined by the Board. A video inspection and assessment of lateral line needs to be conducted to ensure structural integrity.

Dominos:

- Sewer Commissioners discuss proposed Domino's Pizza and review the usage for this property. Sewer Commissioners will assess increased flow and set I & I, Sewer Bank fees. Will be under 440gpd (gallons per day) of design flow. Larry motion to permit, seconded by Mike and in favor, Frank. Passed 3/0 with a roll call vote: Larry-yes, Mike-yes, Frank-yes.

Resident Concerns:

- 33 School St - Owner looking for abatement on Sewer. Toilet was leaking. Mike motion not to abate because it went through the sewer system, seconded by Larry and in favor, Frank.
- 51 School St - Requesting late fee waived stating they never rec'd October bill. Larry motion to abate \$15.00, second by Frank. Passed 2/0 with a roll call vote: Larry-yes, Frank-yes, Mike-no.
- 4 Maple St - Requesting late fee waived stating she mailed check on time before due date. Sewer Commissioners decided not to waive late fees unless they can show proof of this.
- 91 Maple St - Requesting late fee waived stating they paid on time. Larry motion to abate \$15.00, second by Frank and in favor, Mike. Passed 3/0 with a roll call vote: Larry-yes, Frank-yes, Mike-yes.
- 45 Ash St - Requesting late fee waived stating they paid on time. Sewer Commissioners decided not to waive late fees unless they can show proof of this.
- 46 Pleasant St - Requesting late fee waived stating July & October bill were mailed to incorrect address. Larry motion to abate \$30.00, second by Frank. Passed 2/0 with a roll call vote: Larry-yes, Frank-yes, Mike-no.
- 5 Wall St - Requesting late fee waived. Sewer Commissioners decided not to waive late fees unless they can show proof of this.
- 45 Church St - Requesting late fee waived stating they never rec'd October bill. Sewer Commissioners decided not to waive late fees unless they can show proof of this.
- 17 Bixby Rd, Unit 10 - Requesting late fee waived stating they paid on time. Larry motion to abate \$15.00, second by Frank. Passed 2/0 with a roll call vote: Larry-yes, Frank-yes, Mike-no.
- 72 Pleasant St - Requesting Sewer fee waived, because sewer is not connected needs repair. Larry motion to waive the sewer fee of \$123.37, second by Frank and in favor, Mike. Passed 3/0 with a roll call vote: Mike-yes, Larry-yes, Frank-yes.

Public Meeting adjourned at 5:17pm motion by Larry, Second by Frank and in favor, Mike.

The Board voted and approved minutes on 2/18/2021