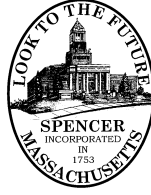


TOWN OF SPENCER, MASSACHUSETTS

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 August 11, 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

Meeting was called to order at 4:04pm.

Vote to approve Meeting Minutes for July 29, 2021.

A motion to approve the minutes of July 29, 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)

Budget & Capital Items:

- Rates: Would like to set a rate study the cost is around \$12,000. Sewer Commissioners would like talked to Tighe & Bond about the cost. Looking to increase rates in 2022. Also, will talk to North Brookfield, Superintendent about rate structures.
- TA Memo: Handed out Memorandum and the 2018 Financial Policies Manual to Sewer Commissioners.
- Sewer Commissioner Chairman signed the 30B Procurement letters for the WWTP upgrade project.

Sewer Systems Upgrades:

- SSES Collections System: Sewer Commissioners review report from Wright-Pierce.
- ZBA permit meeting for the WWTP upgrade is schedule for September 14, 2021.

Resident concerns:

- **17 & 19 Maple St:** Requesting late fees waived, tenants aren't paying rent. Mike made motion to deny waiving late fees, seconded by Larry and in favor, Frank. Passed 3/0 with a roll call vote Larry-yes, Mike-yes, Frank-yes
- **53 Main St:** Resident requesting to have late fees waived. Larry made motion to deny waiving late fees, seconded by Frank and in favor, Mike. Passed 3/0 with a roll call vote Larry-yes, Mike-yes, Frank-yes.

Public Meeting adjourned at 4:42pm motion by Mike, Second by Frank, all in favor Larry.

The Board voted and approved minutes on 9/15/2021

Respectfully Submitted,
Debra Graves