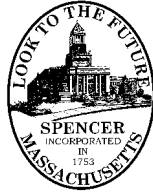


**TOWN OF SPENCER, MASSACHUSETTS**  
**OFFICE OF THE**  
**SEWER COMMISSION**

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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**Minutes of Meeting held December 20, 2017**

Meeting of the Board of Sewer Commissioners held at the Water Department, 3 Old Meadow Road, 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 5:00pm.

Read and accepted Minutes for November 15 and December 6, 2017.

Superintendent James Laplante Reports:

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

**Budget & Capital Items:**

- Sewer Superintendent would like to take 200,000 from the retain earnings to pay towards the \$425,000 CWMP/ SSES 4 year term loan. Discuss borrowing design and build monies. Design loans no longer available through state revolving fund. Borrowing discussion tabled until next meeting.
- Sewer Commissioners review FY2019 budget calendar.

**Sewer Systems Upgrades:**

- Review MassDEP I/I analyses and control plan time extension letter. Based on the review MassDEP approve the extension and final report needs to be submitted by December 31, 2018.
- Review Chestnut Street letter for the upcoming Chestnut Street Reconstruction. Chestnut Street letters will be sent out in January 2018.
- Review Bixby Trails sewer line easement agreement. Sewer Commissioners would like Town Counsel to review agreement before going forward. Larry motion, second by Frank, and in favor Mike.

Meeting Adjourned at 5:45pm motion by Larry, seconded by Frank, all in favor Mike.

*The Board voted and approved minutes on 1/17/2018*