

**BOARD OF SEWER COMMISSIONERS**

**7 MILLBURY STREET**

**AUBURN, MASSACHUSETTS 01501**

**MEETING MINUTES**

June 26, 2019

The Auburn Board of Sewer Commissioners held a regularly scheduled meeting on Thursday, June 26, 2019 in the Conference Room at 7 Millbury Street, Auburn, Massachusetts 01501.

**ITEM ONE-CALL TO ORDER**

Mr. Healey called the meeting to order at 4:43 p.m.

Those in attendance were:

**Board Members:**

Mr. Thomas J. Healey, Chairperson

Mr. Mark E. LaPlante, Secretary

**Department Staff:**

Mr. Jeffrey C. Mitchell, Superintendent

Mrs. JoAnne Donahue, Principal Clerk

**ITEM TWO –APPROVAL OF MINUTES**

A. The Board reviewed the minutes of the May 16, 2019 regular meetings. Mr. Laplante motioned to approve the minutes of the May 16, 2019 regular meeting as amended. Healey seconded and it was so voted.

**ITEM THREE– NEW BUSINESS**

A. Drainlayer License Applications: No new applications received since the last meeting.

B. Fiscal Year 2018 Sewer Use Abatement Applications: The Board reviewed the Fiscal Year 2018 sewer use abatement application that was filed due to the installation of a well meter at 232 Hampton Street. Mr. LaPlante motioned to approve the fiscal year 2018 sewer use abatement application in the amount of \$382.62 for the first installment, and \$382.62 for the second installment for 232 Hampton Street. Mr. Healey seconded and it was so voted.

C. Rates for Fiscal Year 2019 Sewer Use Bills: Mr. Mitchell provided the Board with copies of estimated revenues and costs v. revenues comparisons as well as examples of the various sewer rate increases that could be implemented. Mr. Mitchell explained that most of the figures were estimated,

and that he still needs to get the indirect costs for the department, as well as the pricing model in order to get a more accurate estimate of revenues. The rates will be discussed further at the next meeting.

**ITEM FOUR – I & I SEWER REHABILITATION**

A. Mr. Mitchell gave the Board a copy of an email dated June 3, 2019 from Ingrid Jacobs of Environmental Partners Group, and also showed them a copy of maps showing the trunk lines to the various sewer stations that are going to be monitored. He stated that they are finalizing the list of vendors for the flow monitoring to be done in the spring, and the manhole inspections are currently being completed.

**ITEM FIVE - U.B.W.P.A.D./UPPER BLACKSTONE CLEAN WATER**

A. Mr. Mitchell gave the Board copies of the minutes from the May 21<sup>st</sup> and June 12<sup>th</sup> meetings, as well as a copy of the Effluent Summary Report and the Flows & Temperatures report for their review.

**ITEM SIX - APPROVAL OF BILLS**

A. The Board reviewed the FY2019 regular bill schedule totaling \$12,509.50, the Weston & Sampson bill schedule in the amount of \$106,164.70, and the FY2020 regular bill schedule in the amount of \$318,097.25. Mr. LaPlante motioned to approve the regular FY2019 bill schedule in the amount of \$12,509.50. Mr. Healey seconded and it was so voted. Mr. LaPlante motioned to approve the FY2019 bill schedule for Weston & Sampson in the amount of \$106,164.70. Mr. Healey seconded and it was so voted. Mr. LaPlante motioned to approve the FY2020 Bill Schedule in the amount of \$318,097.25. Mr. Healey seconded and it was so voted.

**ITEM SEVEN - NEW SEWER CONNECTIONS**

A. The Board reviewed the updated sewer connection list as of June 26, 2019.

**ITEM EIGHT – SEWER DIVISION/D.P.W. WORK LOG**

A. Mr. Mitchell stated that there was no activity since the last meeting so he did not update the Monthly Equipment & Labor Work log that tracks the work being performed by the Sewer Division for the D.P.W./Highway Division and the work being performed by the D.P.W./Highway Division for the Sewer Division.

**ITEM NINE - BUDGET REVIEW**

A. Mr. Mitchell gave the Board copies of the updated monthly budget report through June 11, 2019, which he prepared for their review.

**ITEM TEN – CAPITAL PLANNING**

A. Update on Current Projects: Pinrock Road Bypass project – Mr. Mitchell stated that the bid documents are still with Attorney Hennigan, but the Worcester Conservation Commission application had been approved. A request for determination had also been filed with the Auburn Conservation Commission concerning the diversion tunnel and the Wetlands Protection Act or the River Act. Mr. Mitchell also informed the Board that the DOT Highway permit had been granted for the project. He also stated that once the bid documents are back, they should be able to go out to bid for the project. He still needs to talk to the Chief Financial Officer, Ed Kazanovicz, in regard to when the funds will be

available, but that with the closing out of Fiscal Year 2019 he has not been able to talk to him yet. He will update the Board at the next meeting.

### **ITEM ELEVEN – OLD BUSINESS**

A. Enabling Act Update: Mr. Mitchell stated that while he was on vacation, there were questions that came up in regard to the changes that he had proposed for the Enabling Act, and that by the time he was back from vacation it had already been decided that only one change was going to be made. He gave the Board a copy of the changes that were approved at Town Meeting to go to the Legislature, which only included the changes to Section 10 referencing the posting of the rules and regulations in the Town Clerk's and Sewer Division office, and on the Town Website. He stated that with their approval, he would like to go back to Attorney Hennigan and Town Manager Julie Jacobson to have the additional proposed changes submitted for the Fall Town Meeting.

B. West Street Sewer Station Damage Report: Mr. Mitchell stated that the since the last meeting Builders Systems Inc. had to complete a hazardous materials assessment report for lead and asbestos, but that was now completed, so they are now moving forward with the actual construction.

C. Bancroft Street Bridge Sewer Line Replacement: Mr. Mitchell informed the Board that he had received two proposals from Onsite Engineering and Environmental Partners Group for the sewer line replacement on the Bancroft Street bridge over the Massachusetts Turnpike. He said the two proposals need to be reviewed and compared, and actual construction cost estimates obtained. Mr. Mitchell stated that the plan would be to hang a new sewer pipe and then make the connection. Mr. LaPlante mentioned that it would not just entail hanging the line, it would have to be insulated and then tested, which would require using the breakdown lane on the Turnpike. The Board will further discuss this item at the next meeting.

### **ITEM TWELVE – DATE OF NEXT MEETING**

A. The next regular meeting was tentatively scheduled for Thursday August 1, 2019 at 3:00 p.m.

### **ITEM THIRTEEN – ADJOURNMENT**

A. The meeting was adjourned at 5:56 p.m.

### **DOCUMENTS:**

The following documents were part of the Board of Sewer Commissioner's Meeting on June 26, 2019, and are maintained in the Sewer Division office:

- Agenda
- Minutes of the May 16, 2019 Regular Meeting
- UBWPAD May 21, 2019 and June 12, 2019 Meeting Minutes, Effluent Summary Report for May 2019 and Flows and Temperatures Chart dated 6/19/19
- Fiscal Year 2018 Sewer Use Abatement Applications received through June 26, 2019
- Updated Sewer Connection List as of June 26, 2019
- Monthly Departmental Budget Report as of June 11, 2019
- Proposed Draft Legislation for Amending Chapter 708 of the Acts of 1963
- Proposals for Bancroft Street Bridge Sewer Line Replacement from Onsite Engineering, Inc. and Environmental Partners Group

