

BOARD OF SEWER COMMISSIONERS

7 MILLBURY STREET

AUBURN, MASSACHUSETTS 01501

MEETING MINUTES

August 1, 2019

The Auburn Board of Sewer Commissioners held a regularly scheduled meeting on Thursday, August 1, 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 3:54 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 June 26, 2019 regular meeting. Mr. Laplante motioned to approve the minutes of the June 26, 2019 regular meeting. Healey seconded and it was so voted.

ITEM THREE– NEW BUSINESS

A. Drainlayer License Applications: The Board reviewed the Drainlayer License Application and supporting documents submitted by McCarty Associates, Inc. of Leominster, MA. Mr. LaPlante motioned to recommend issuance of a drainlayer license by the Board of Selectmen to McCarty Associates, Inc. of Leominster, MA. Mr. Healey seconded and it was so voted.

B. FY2018 Sewer Use Abatement Applications: No applications to review.

C. Proposed Domino’s Pizza Grease Trap at 711 Southbridge Street: The Board reviewed the letter to Chairman Thomas J. Healey dated July 15, 2019 from Mr. William Mohan, a Licensing and Permitting Consultant for S&L Pizza in regard to the requirement for an external grease trap for the proposed Domino’s Pizza at 711 Southbridge Street. Mr. Mohan was requesting a waiver for the external grease

trap requirement. The Board discussed the Board of Health regulation regarding grease traps that was established jointly with D.P.W. and other division heads. Mr. Mitchell stated that the Sewer Regulations did not have any specific requirements regarding the installation of internal and external grease traps. Mr. Mitchell provided the board with an information sheet from Domino's entitled "GREASE TRAPS" that Mr. Mitchell had been given by the Board of Health, which included estimates of residual grease at Domino's restaurants, assuming that all equipment, utensils and counters with residual grease would be thoroughly wiped with paper towels prior to washing. After discussing the information that had been provided, it was decided that the information in Mr. Mohan's letter was contradictory to what was provided in the GREASE TRAPS fact sheet provided by Domino's, so the Board would not be able to waive the requirement for the external grease trap. Mr. LaPlante motioned to recommend that the Superintendent deny Mr. Mohan's request for the waiver of the external grease trap for the proposed Domino's Pizza at 711 Southbridge Street. Mr. Healey voted in favor and it was so voted.

D. Deduct and Well Water Meters: This item was tabled until the next meeting.

ITEM FOUR – I & I SEWER REHABILITATION

A. Mr. Mitchell stated that the only update he had to report was that the manhole inspections within the drainage areas were complete and that he was waiting for a summary report from Environmental Partners Group.

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

A. Mr. Mitchell gave the Board copies of the minutes from the June 19, 2019 meetings, as well as a copy of the monthly Effluent Summary Report and the Flows & Temperatures report for their review.

ITEM SIX - APPROVAL OF BILLS

A. The Board reviewed the fiscal year 2020 regular bill schedule totaling \$3,616.53. Mr. LaPlante motioned to approve the fiscal year 2020 bill schedule totaling \$3,616.53. Mr. Healey seconded and it was so voted.

ITEM SEVEN - NEW SEWER CONNECTIONS

A. The Board reviewed the updated sewer connection list as of August 1, 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 July 3, 2019, which he prepared for their review. He stated that he should have the final year-end totals for fiscal

year 2019 by the next meeting, provided the Chief Financial Officer has closed everything out at that time.

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, and that he was scheduled to have a conference call with Ray Willis from Onsite Engineering, the legal representative from Upper Blackstone, and Karla Sangrey from Upper Blackstone in regard to the easement with the City of Worcester. He stated that the Upper Blackstone will be handling the expansion of the easement because it is in Worcester. He also informed the Board that the next step would be to obtain the property appraisals for the land taking for the easements, which will be completed once the funds are available to cover the costs. Mr. Healey stressed the importance of this project moving forward as soon as possible due to the high priority of the project. The Board expressed their concern about the delay in the project getting started due to the various issues that are being encountered. Mr. Healey asked Mr. Mitchell to follow-up with Attorney Hennigan as soon as possible.

Jerome Avenue Sewer Station - Mr. Mitchell stated that it was still running on a back-up pump but that there was progress being made with National Grid in regard to the power being restored. As discussed in previous meetings, the delay in getting the power restored was due to the Town needing to obtain an easement for the land on which the power pole would be installed. He stated that there was discussion of a “Temporary License” being issued to allow the pole to be installed until the easement can officially be issued after approval at the Fall Town Meeting. Attorney Hennigan had reviewed and made changes to the Temporary License and National Grid had subsequently made changes and sent the documents back to Attorney Hennigan for review and acceptance.

ITEM ELEVEN – OLD BUSINESS

A. FY2019 Sewer Use Billing Rates: Mr. Mitchell gave the Board copies of updated Revenues and Total Costs vs. Revenues, and Rate Increase Comparison worksheets with the various possible rate increases for the fiscal year 2019 sewer use bills. Mr. Healey mentioned the need to keep in mind the low income and elderly residents when considering the minimum charge per unit. After reviewing the worksheets and discussing the upcoming major expenses and borrowings for the Sewer Division’s multiple construction projects, the Board decided that the minimum rate should remain at \$180.00 per unit, but the amount for the usage above 5,000 c.f. per unit should be increased to \$8.32 per 100 cubic feet. Mr. LaPlante motioned that the minimum charge for the fiscal year 2019 sewer use bills remain at \$180.00 per unit for up to 5,000 cubic feet of water usage, and the rate for any usage over 5,000 cubic feet per unit be increased to \$8.32 per 100 cubic feet. Mr. Healey seconded and it was so voted.

B. West Street Sewer Station Damage Report: Mr. Mitchell stated that Builders Systems Inc. had finally started construction for the repairs to the damage at the West Street sewer station. He showed the Board a photo showing the progress made to date.

C. Bancroft Street Bridge Sewer Line Replacement: Mr. Mitchell informed the Board that he had reviewed the two proposals from Onsite Engineering and Environmental Partners Group for the sewer line replacement on the Bancroft Street bridge over the Massachusetts Turnpike, and there was a substantial difference in the costs. This was due to Onsite Engineering including additional costs for a Land Surveyor that was not included in the proposal from Environmental Partners Group. Mr. Mitchell will review the proposals again to determine if the additional costs would be warranted. Mr. LaPlante

mentioned that Mr. Mitchell should contact Mass D.O.T. for their input/review to see what their requirements might be

and to see what the options are in regard to the actual placement of the new sewer line since they are the owners of the bridge. Mr. Healey asked when the funding will be available for the project. Mr. Mitchell stated that if all the cost estimates are determined, he may be able to request funding at the Fall Town Meeting.

ITEM TWELVE – DATE OF NEXT MEETING

A. The next regular meeting was tentatively scheduled for Thursday September 12, 2019 at 3:00 p.m.

ITEM THIRTEEN – ADJOURNMENT

A. The meeting was adjourned at 4:53 p.m.

DOCUMENTS:

The following documents were part of the Board of Sewer Commissioner’s Meeting on August 1, 2019, and are maintained in the Sewer Division office:

- Agenda
- Minutes of the June 26, 2019 Regular Meeting
- Drainlayer License Application and supporting documents from McCarty Associates, Inc. of Leominster, MA
- Letter dated July 15, 2019 from William Mohan on behalf of S&L Pizza for Domino’s Pizza franchise
- Domino’s Pizza, Inc. GREASE TRAPS information sheet dated February 11, 2013
- UBWPAD June 19, 2019 Meeting Minutes, Effluent Summary Report for June 2019 and Flows and Temperatures Chart dated 7/30/2019
- Updated Sewer Connection List as of August 1, 2019
- Monthly Departmental Budget Report as of July 3, 2019
- Photo of West Street Sewer Station construction progress