

**Town of Millbury
Minutes of
Sewer Commission Meeting
July 28, 2020**

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“Welcome to the July 28, 2020 meeting of the Sewer Commission. This meeting is being recorded and streamed by Millbury Public Access Cable Television. This Meeting is also available through Zoom.us/download. Anyone who is participating through Zoom.us/download should state their name and address when speaking.”

Attendees: Gary Nelson, Lisa Allain, Happy Erickson, Keith Caruso-DPW Director and Andrew Vanni-Finance Director. There were no Zoom attendees.

CALL TO ORDER:

Chairman Gary Nelson called to order the meeting at 4:30 pm.

ITEM TWO – PUBLIC ATTENDEES:

Frank Occhipinti of Weston & Sampson- RE: SRF Program

ITEM THREE - INVOICES:

All invoices were approved and signed by the board.

ITEM FOUR – MINUTES:

None at this time.

ITEM FIVE – OPERATIONS:

Frank Occhipinti of Weston & Sampson spoke to the Sewer Commissioners about the I/I Control Plan and the DPSRF State Revolving Fund Program for MS4 funding. Frank stated that back in 2018 they identified the need to establish a 15-year program for the projected cost for the Inflow and Infiltration work. Frank presented the Sewer Commissioners with a spreadsheet for the existing I/I program as defined below:

White-infiltration of groundwater into the sewer system

Grey-inflow of rainwater and such from both public and private sources

Green-construction and rehabilitation projects for the defects that have been identified in the system

This is a re-cap of the meeting held back in 2018 that identified the need for this 15-year program based on the State of Massachusetts guidelines. The total for this 15-year program is just over 7.7 million dollars. That is why capitalizing on this state revolving fund loan is so important to capture the funds necessary to continue this program. The intended use paperwork needs to be submitted by 8/21/2020. The town used this program last year for the MS4 project which involves drainage.

Andrew Vanni asked Frank Occhipinti why there is an August due date and an October due date. Frank informed the Finance Director that the August due date is just for the intended use application which secures the amount of money the town is seeking and the October due date is for the actual submission of the application. Keith Caruso informed Andrew that there is a schedule

for filing that has to be met and Weston & Sampson will submit all of the paperwork on the Town's behalf just like they have done for the past few years.

Gary Nelson confirmed with Frank that he would put all of the paperwork together for submission in which Frank confirmed that he would submit the necessary paperwork on behalf of the town. Weston & Sampson will get the signature pages together and the task order for roughly \$7,000 for the preliminary mapping, project description, costs and information.

Gary Nelson asked Frank about the task order for the smoke testing. Frank informed Gary that they wanted to do the smoke testing and the building inspections at the same time, however due to COVID 19 that has changed as it is not safe for them to be entering buildings at this time. Frank informed Gary that they would continue to do the public work such as smoke testing, dye testing and the TV work. Frank stated that the smoke testing would be done in areas 1, 5B, 7, 14 and 14B which would be west of downtown, northwest of downtown and along the Millbury Ave. area. Gary stated that later in the meeting he would ask the board to approve the invoice for the work defined.

Andrew Vanni asked Frank if this was the invoice for \$7,000 and Frank stated that the smoke testing portion of the task order is \$110,000 and the \$7,000 was for the SRF application process. The information for each was provided on the spreadsheet and broken down by fiscal year. Andrew then informed the board that he feels its necessary to move forward with the SRF application as well. A further discussion was had on the green lines on the spreadsheet which cover years 1-4 and includes designs and construction services.

At the end of the discussion Chairman Nelson asked for a motion to approve the task order for \$110,000 for the smoke testing to be done. Lisa Allain made the motion to approve and Happy Erickson seconded the motion-vote unanimous. Chairman Nelson then made a motion to approve the SRF funding application for \$7,000. Happy Erickson made the motion, Lisa Allain seconded the motion-vote unanimous.

Gary Nelson then confirmed with Andrew Vanni that a meeting was scheduled for August 5th at 10:00 am to discuss the sewer billing and how best to proceed with this to properly eliminate any errors. Chairman Nelson confirmed with Andrew that prior to the meeting he would send a request for the information he would be reviewing. Andrew stated that yes he would send that request for information and that it would all be reviewed on August 5th, such as meters, well accounts and so forth.

Last item under operations is that Keith Caruso informed Gary Nelson that the new manhole covers that were ordered have been delivered. They now have 25 new manhole covers to install once the paving projects have been completed.

ITEM SIX – ABATEMENT REQUEST:

Nothing at this time.

ITEM SEVEN– BETTERMENTS:

None at this time.

ITEM EIGHT– SEWER EXTENSIONS/CONNECTIONS:

Gary asked Keith if Midstate sewerage submitted a new plan for 9 Scott Street. Keith informed the board that Midstate hooked up to the existing lateral. And that the work was done and had been inspected. Per Keith the inspection occurred on 7/27/2020 and all looked good.

ITEM NINE: ADDITIONAL TOPICS:

Discuss Legislative change Well Account-Multi Family Properties Letter

Gary informed the board that in their meeting packet there was a letter that would be sent out to well account properties that have multiple users. He asked in the board had any problems with that in which all board members answered no.

Chairman Nelson then asked the board members to make a motion to delete Item 2 of Section B under the sewer privilege fees that will require a builder/owner of a subdivision to pay full price for the sewer fees/privilege instead on the one half that it currently asks for. Happy Erickson made the motion to approve the deletion and Lisa Allain seconded the motion-vote unanimous.

ITEM TEN – FUTURE MEETING DATE

The next regular scheduled meetings will be held on August 25, 2020 and September 8, 2020. Meetings will be held the 2nd and 4th Tuesday of every month unless otherwise posted and/or cancelled. Time change of the meetings will be 4:30 pm unless otherwise posted.

ITEM ELEVEN – ADJOURNMENT

At 5:15 p.m. Chairman Nelson asked for a motion to adjourn, Happy Erickson made the motion to adjourn and Lisa Allain seconded the motion all were in favor. Roll Call Vote: Happy Erickson; yes, Lisa Allain; yes, Gary Nelson; yes.

(More information about this meeting can be found on the VOD Millbury Public Access channel)

Respectfully submitted,
Christine Billington
Clerk-Sewer Department



Gary Nelson



Happy Erickson



Lisa Allain