

Department of Public Works
Advisory Board Meeting
March 4, 2005

Approved

The meeting was held in Room 211 at the town hall on Friday, March 04, 2005 at 7:30 AM. Present were Advisory Board Members Eric Sonnett and Dan McIntyre, DPW Director J.T. Gaucher, DPW Administrative Manager Bruce Prentiss and Water/Sewer Manager Eric Carty. Also present were Dick Jubinville from Earth Tech, Mark Abrahams from the Abrahams Group, Selectmen Executive Secretary Ted Kozak and Town Accountant Heidi Kriger.

SEWER INFLOW/INFILTRATION CONTRACT

Mr. Carty advised the board that the contract with Earth Tech for Sewer Inflow and Infiltration Inspection will require an extension of time. DEP requires that certain tests be conducted in the spring of the year and the state was late in approving the testing methods, making it impossible to complete the contract on time. The extension is for time only so that the required tests can be done in the spring, and there is no cost increase associated with it.

Mr. McIntyre made a motion that the board should recommend to the Board of Selectmen that the extension should be granted. Mr. Sonnett seconded the motion and it was approved by a unanimous vote.

CEDAR STREET SEWER ISSUE

Mr. Carty advised the board that there is a house on Cedar Street just a little below where the cross country easement is located and the property is being sold. The question has been asked that if it turns out that the property will not pass a Title 5 Inspection, could it be connected to the municipal sewer line. When Phase 1 was installed a stub was left for this property, but there was never a betterment issued as the property does not abut a common sewer. The board said they would be willing to consider such a request, but first they wanted the Title 5 Inspection to be done and determine if the sewer connection would even be needed.

WEST MAIN STREET SEWER ISSUE

Mr. Carty advised the board that #241 West Main Street has requested a connection to the sewer system due to the Board of Health determining that a conventional Title 5 system is not going to be possible on the property. If this connection were to be considered it would require an easement for the sewer line to cross a neighbor's property. #241 West Main Street does not abut a common sewer. The board said they would not consider the request at this time, and that all possible alternatives, including a non-conventional Title 5 system should be investigated.

SNOW AND ICE

Mr. Gaucher advised the board that the Selectmen have approved additional funds for the ice and snow account, and that the FEMA meeting for reimbursement from the blizzard in January is scheduled for Friday afternoon.

EARTH TECH

Mr. Jubinville briefly reviewed the Waste Water Treatment Plant concept. He said the CWMP indicated that the Fruit Street property was the best site to locate a plant with ground water recharge. He provided a copy of a letter to the Board of Selectmen that outlined what information would be included in the Waste Water Preliminary Design Report. A copy of the letter is attached to these minutes. He said this information is typical of the 1st phase of design for a treatment plant. The 2nd phase of design would be the actual plant design.

Mr. McIntyre made a motion that the board should recommend to the Board of Selectmen that the Preliminary Design Report should be authorized. Mr. Sonnett seconded the motion and it was approved by a unanimous vote.

SEWER RATE REVIEW

Mr. Abrahams updated the board regarding sewer rate increases. Alternatives discussed were:

- Moving from a flat rate to a two tiered rate system
- Updated sewer flow, using 8,000 CF as the break point for the two tier system
- Options for setting the two tier rate structure

Mr. Abrahams presented 5 options for establishing a new sewer rate structure and they were discussed and modified. Mr. Abrahams was asked if he would take the information from the discussion and apply it to a spreadsheet and come back at the next meeting to review the options in more detail.

WATER RATE REVIEW

Mr. Abrahams updated the board regarding water rate increases. Alternatives discussed were:

- Base the rate on the existing two tiered structure with minimum
- Water consumption updated using FY04 information
- One rate at existing two tiers at 9,000 CF breakpoint
- Two tier rate structure using 8,000 CF as the breakpoint

Mr. Abrahams presented 2 options for establishing a new water rate structure and they were discussed and modified. Mr. Abrahams was asked if he would take the information from the discussion and apply it to a spreadsheet and come back at the next meeting to review the options in more detail.

MINUTES

The minutes of the February 8, 2005 meeting were not approved because Mr. McIntyre was absent at that meeting and Mr. Pyne was absent from this meeting. The minutes will be approved at the next meeting along with these minutes.

NEXT MEETING

The next meeting was scheduled for Friday March 25, 2005 at 7:30 AM in room 211 at the town hall.

This meeting was adjourned at 9:40 AM.

Respectfully submitted,

Bruce Prentiss