

Minutes of the Board of Sewer Commissioners Thursday July 21, 2016

The meeting of the Board of Sewer Commissioners was called to order by Chairman Michael R. Buxton at 6:35 pm. In attendance were, Chairman Michael R. Buxton, Commissioner George N. Dristiliaris, Alternate Commissioner Edward Patenaude and Superintendent Jay F. Reynolds.

Mr. Buxton opened the meeting with the introduction of Mr. Edward Patenaude who will become the new Public Works Director for the Town of Dracut. Mr. Buxton will retire at the end of July 2016. Presently Mr. Patenaude has been appointed by the Town Manager as an Alternate Sewer Commissioner for the July meeting and a permanent member effective August 1, 2016.

The approval of the June 16, 2016 meeting minutes has been tabled pending the attendance of Mr. Greene. Mr. Dristiliaris made a motion to table and Mr. Buxton seconded the motion. Motion approved.

The Board approved and signed the Sewer Permits.

The Board approved and signed CDM Smith invoices for payment, they are all contractual amounts. The invoices and amounts are as follows:

- Contract #31 (94984) \$1,650.62
- Contract #32 (102128) \$543.24
- CCTV – 5 (112225) \$986.21

Contract 31 and Contract 32 are scheduled to be balanced and closed in the next sixty days. Mr. Buxton made the motion to approve and Mr. Dristiliaris seconded the motion. Motion approved.

A discussion took place regarding the CCTV-5. This is the last phase to camera and clean the sewer lines. The next phase will be to prioritize maintenance. The Sewer Department and DPW have the videos. CDM has made assumptions of priority areas for repairs, they are categorized in reports as; needs immediate attention, five year attention and ten year attention. It is a very helpful tool in the maintenance of the sewer infrastructure.

A discussion took place regarding 21 Broadway Road Permit Fee. Mr. Reynolds brings before the Board a request from the Town Manager to allow payment of the sewer permit in two payments. The first payment of \$50,000.00 to be paid when applying for the sewer permit and the remaining payment of \$153,900.00 be paid prior to receiving an occupancy permit. This was tabled from the previous meeting. Mr. Dristiliaris requested further discussion as his recollection was that the permit fee was to be paid in two 50% payments. Mr. Dristiliaris also questions the fact that a contractor is given a break and the rate payers have been asked to accept a rate increase. Mr. Reynolds reviewed prior meeting minutes and there was no mention of payment method. The only discussion was regarding the calculation of the permit. Which was calculated based on single occupancy as well as units with no kitchens. Mr. Reynolds points out that the amount of the money paid for the permit fee remains the same regardless of the number of payments and the system will not be utilized until after the occupancy permit is attained. It is the recollection of the Board that they have made arrangements for installment payments in the past with Grassfield Development, with three payments in three years and Mascuppic Village, with 50% at

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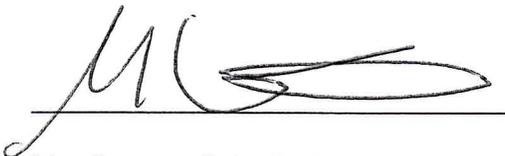
sewer permit and 50% at occupancy permit. Mr. Reynolds would also like the Board to be aware of the cooperation demonstrated by the developer with regard to the location of the sewer tie in. They had a sewer stub located on Broadway Road but were asked not to use it. Mr. Reynolds was concerned with the amount of flow already going into this system on Broadway Road. He requested that the developer tie into a system that was previously designed and not utilized from a proposed 40B development on Loon Hill Road, which would be better suited to handle the flow. The developer agree and at a substantial expense will install a manhole and run about 300' of pipe on Loon Hill Road. Mr. Buxton made a motion to approve and Mr. Dristiliaris seconded the motion. Unanimous motion approved.

A discussion took place regarding CDM Smith Contract 32 Amendment. Construction services went over for CDM Smith in the amount of \$25,776.00 for resident engineering services due to the ledge that was encountered during construction. This money has already been appropriated. Mr. Buxton questions if the extension granted to Albanese D&S has an impact on this charge. The extensions were granted with the understanding that there would be no charge. Mr. Buxton would like to have additional information to justify approval of this charge. Mr. Dristiliaris made a motion to table this amendment pending further information from the engineer and Mr. Buxton seconded the motion. Motion approved.

A discussion took place regarding new business. Mr. Dristiliaris would like to utilize the Central Registry for Statement of Qualifications for engineering firms. Mr. Dristiliaris would like to see the Town have at their disposal more than one engineering firm for small jobs under \$25,000. CDM Smith has done a great job however he would like to see more than one option on file. Mr. Buxton said that the Town Engineer has historically been utilized in such cases and these plans are in his possession at the DPW. Mr. Reynolds will look into and also research procurement laws.

Mr. Buxton made a motion to adjourn and Mr. Dristiliaris seconded the motion. The meeting adjourned 6:56 p.m.

The next Sewer Commission Meeting will be held on August 18, 2016 at 6:30 pm.



Mr. George Dristiliaris, Commissioner



Mr. Philip Greene, Commissioner



Mr. Edward Patenaude, Commissioner

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"The matters listed above are those reasonably anticipated by the Chair that may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law."