

Minutes of the Board of Sewer Commissioners Thursday September 15, 2016

The meeting of the Board of Sewer Commissioners was called to order by Commissioner George Dristiliaris at 6:32 pm. In attendance were, Commissioner George N. Dristiliaris, Commissioner Philip L. Greene, Commissioner Edward G. Patenaude, Superintendent Jay F. Reynolds and Secretary Cathrin Stec.

The Board voted to appoint a new Chairman, which was tabled from the previous Sewer Commissioners meeting. Mr. Greene nominated Mr. George Dristiliaris. Mr. Edward Patenaude seconded the motion. Motion approved by unanimous vote. Mr. George Dristiliaris accepted the nomination.

The Board approved the minutes from the Sewer Commissioners meeting of June 16, 2016 which was tabled from the previous Sewer Commissioners meeting. Mr. Greene made the motion. Mr. Dristiliaris seconded the motion. Motion approved.

The Board approved the minutes from the Sewer Commissioners meeting of July 21, 2016 which was tabled from the previous Sewer Commissioners meeting. Mr. Patenaude made the motion to approve. Mr. Dristiliaris seconded the motion. Motion approved.

The Board approved the minutes from the Sewer Authorization Committee of June 16, 2016 which was tabled from the previous Sewer Commissioners meeting. Mr. Greene made the motion. Mr. Dristiliaris seconded the motion. Motion approved.

The Board approved the minutes from the Sewer Commissioners meeting August 18, 2016 which was tabled from the previous Sewer Commissioners meeting. Mr. Greene made the motion to approve. Mr. Patenaude seconded the motion. Motion approved.

The Board approved and signed the sewer permits. Mr. Greene questioned the approval procedure with regard to the signing of the sewer permits. He inquired if it was possible to sign the permits prior to the meeting and how many signatures were required. There was a discussion regarding the official status of the sewer permit document. A suggestion was discussed that Mr. Reynolds be giving sole approval to sign off on the sewer permits however Mr. Reynolds stated that he would prefer that at least one Board Member be required to sign the sewer permits to keep a good level of checks and balances in place. The Board seeks to clarify if it is required to have a motion of the Board and then a signature or if these permits may be signed prior to the Sewer Commissioners meeting. Mr. Jay Reynolds has been instructed to seek advisement from Attorney Hall in this regard. Mr. Dristiliaris asked to have the discussion regarding the sewer permit process be placed on the next agenda. Mr. Greene made a motion to approve. Mr. Patenaude seconded the motion. Motion approved.

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The Board approved and signed the new Drain Layer License for Langone Development Group. Mr. Greene made a motion to approve on the recommendation of the Superintendent. Mr. Patenaude seconded the motion. Motion approved.

The Board approved and signed the new Drain Layer License for Larkin and Larkin Development. Mr. Greene made a motion to approve on the recommendation of the Superintendent. Mr. Patenaude seconded the motion. Motion approved.

The Board approved and signed the new Drain Layer License for J.P. Brown. Mr. Greene made a motion to approve on the recommendation of the Superintendent. Mr. Patenaude seconded the motion. Motion approved.

A discussion took place regarding the reinstate fee for new construction. Mr. Reynolds explained the process as it currently stands. Sewer permits expire 60 days from the date of issue. To reactivate the sewer permit there is a \$50.00 reinstate fee. For new construction it is a catch 22 because the Superintendent requires that the sewer permit be pulled prior to getting a building permit to start the foundation. Since it takes longer than 60 days to build a new home it becomes automatic that new construction will continue to generate a reinstate fee each time they pull a \$7,550.00 sewer permit. Mr. Reynolds proposes that the reinstate fee remain in effect for existing properties unless the Board chooses to eliminate the reinstate fee in its entirety. Mr. Reynolds further explained that the reinstate fee does not require any additional administrative process. The reinstate fee predates the current Board and it is believed that this was originally implemented as a tool for the Sewer Department to monitor sewer permits that were pulled and left inactive for months or years and to encourage sewer connections to be performed in a timely manner. The money seen from this practice is minimal. Mr. Dristiliaris feels that 60 days is equally restrictive for an existing property as well. There are multiple steps that need to be addressed prior to the actual connection that can take time. Mr. Greene suggested a longer time limit to keep the practice in place. There was discussion if the Sewer Permit process could be abused if the reinstate fee were eliminated. It was agreed that the two year window offered between the \$200.00 and \$7,500.00 privilege fee is the incentive to apply and connect within the time limit. There is no reason for a contractor to abuse the process as their objective is to build and sell as quickly as possible. The discussion lead to the conclusion that there is really no purpose at this point for a Reinstatement Fee. Mr. Greene made a motion upon the Superintendents recommendation to eliminate the reinstate fee on both new construction and existing properties going forward. Mr. Patenaude seconded the motion. The Board voted in favor. Motion approved by unanimous vote.

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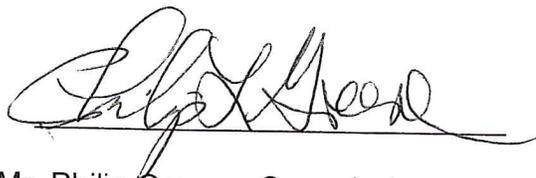
A discussion took place regarding New Business. Mr. Dristiliaris asked Mr. Reynolds to report on the progress regarding the purchase of the new truck to replace the existing truck #50. After the previous meeting Mr. Reynolds spoke to Town Council and was advised that it is not necessary for the Board to vote as long as the Town Manager signed the purchase order and it is already in the budget. The purchase order has been approved for \$43,000.00. The truck has been ordered by the DPW Director.

The meeting adjourned 6:50 p.m.

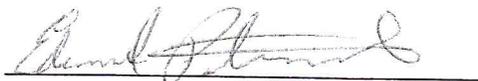
The next Sewer Commission Meeting will be held on October 20, 2016 at 6:00 pm.



Mr. George Dristiliaris, Chairman



Mr. Philip Greene, Commissioner



Mr. Edward Patenaude, Commissioner

"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."