



5:14 PM – Call Meeting to Order

Chairman David Langlais called the meeting to order at 5:14 PM.

Present

Chairman David Langlais, Commissioner Emile Demers, Superintendent Marguerite Hoover, and Recording Secretary Samantha Maher.

Approval of Minutes

Minutes from the meeting held November 12, 2024 were approved unanimously.

Old Business

Drain Layer Bonding Process

The Superintendent has proposed a change to the current bonding process for Drain Layers, changing from a cash bond to a surety bond at the beginning of the year when license is pulled. Superintendent will bring the bylaw language to the next meeting so it can be part of the June town meeting. No vote is needed.

Grinder Pumps

The Superintendent did not meet with the Town Counsel before tonight's meeting to discuss what the commission can do with the remaining list for grinder pumps. Discussion will be tabled until the next meeting when the Superintendent can meet with Town Counsel.

Connection Fee Requirements for Large Projects

There are currently two methods that have been used to determine the connection fees for large projects. The first method uses \$7,500 per unit proposed. The alternative method, which usually yields a lesser fee, is to use 3,000 sq. ft. as one unit. The total square footage of the building is divided by 3,000 sq. ft. to determine the number of "units," which is then multiplied by \$7,500.

A suggestion was made to change the payment process, like offering installments throughout the building process versus one lump sum payment up front. This fee would be used for any large residential project. Superintendent will bring official language in writing to the next meeting to be voted on.

Bylaw Language Change

The superintendent has sent a copy of the sewer bylaws to the commissioners so they are able edit the bylaw with their suggestions. These suggestions will be discussed at the next meeting.

Inspection Fee Town Warrant Language

There has been discussion to increase the Inspection fee to \$50 with a two-hour minimum, replacing the old fee of \$22. This will be brought forward at the June 2025 Town Meeting.

Permit Fee For Additions Town Warrant Language

The Superintendent is proposing a fee that would be charged at the time of construction of any additions that add one or more bedrooms. This would be a one-time fee of \$500 per bedroom. The Superintendent will bring this to Town Counsel for language review and will be brought forward at the June 2025 Town Meeting.

Vinal Above Ground Pool

There was a discussion regarding the shedd in the easment on Vinal Street. The sewer commission cannot pay to have the shedd moved. The owner needs to pay to move it out of the easment. Superintendent plans to meet with town council to see what the easement laws state about a structure being in the easement as well as how long the owner has to move it.

ADU Regulations Effective February 2, 2025

There was a discussion regarding the sewer connection fee and user fee for the new ADU units. The bylaws state the the user fee is charged per unit. The bylaw language can be clarified to include ADUs. The ADUs would be their own unit so they would be charged a seperate user fee of \$150.00. The ADUs would also be treated as new construction and would be charged the connection fee of \$7,550 which includes a \$50.00 permit fee. Mr.Langlais made a motion to approve the same fee as new construction to be the permit fee for the ADUs which will be proceeded by the admedment that will be added to the bylaws to include ADUs as new construction. Mr.Demers seconded the motion. Motion passes unanimously. Mr.Langlais made a motion to use the same user fee of \$150 per quarter for the ADUs. This would also be treated the same way as multi family where the owner gets the bill until otherwise changed. Mr.Demers seconded the motion. The motion passes unanimously.

Next Meeting Date

The next meeting date was set for January 14, 2025 at 5:00 PM.

6:05 PM – Adjournment

The meeting adjourned at 6:05 PM