



**TOWN OF KINGSTON**  
*Office of the Sewer Commission/Wastewater Department*  
26 Evergreen Street  
Kingston, MA 02364

781-585-4058  
781-585-5874 FAX

Elaine A. Fiore  
Peter C. Cobb  
Thomas W. Taylor, II

Minutes  
December 30, 2010

A special meeting of the Board of Sewer Commissioners was held today. Members in attendance were Elaine Fiore and Peter Cobb. Mr. Taylor was unable to attend due to illness. The meeting was called to order at 11:15 a.m. by Ms. Fiore.

Ms. Fiore discussed obtaining electronic files from CDM in order to provide the information to a consultant that is putting GIS files together for the Town of Kingston. Once completed, these files can be accessed by computer, eliminating the need to bring as-builts to the field. CDM has estimated the cost of preparing the electronic diagrams for Phase 1 and 2 sewers at about \$10,000.00. Ms. Fiore felt it would be appropriate to approve funding this project a bit higher than the estimate to be sure that any unforeseen costs are covered. A cap of \$15,000.00 should be sufficient.

MOTION, by Peter Cobb, seconded by Elaine Fiore, to authorize spending up to \$15,000.00 to have CDM provide GIS appropriate files of the sewer infrastructure to the Sewer Commission. The motion was so voted.

The Board discussed the Deed Restriction received from Attorney Dunphy for 30 Bay Farm Road. The Board felt that the department needs to maintain the right of inspection of the property in a Deed Restriction document, as it has been with other properties. The Board asked that the document received from Town Counsel, Jay Talerman, be provided to Attorney Dunphy to forward to his clients.

A Building Permit Application was reviewed briefly for 3 Braintree Avenue. The Board asked that the Deed Restriction document received from Town Counsel be forwarded to the property owner for execution.

The Mews sewer capacity was reviewed briefly. The Sewer Commission is now holding 14 ERUs instead of 25. The applicant has paid to hold 14 ERUs and has 6 ERUs available from Phase 1 and 2 sewer. Letters have been sent requesting the fee for the additional sewer capacity that has been held for this project but there has been no reply. The Board needs to determine whether they can reallocate the capacity that the department has not received the November 2010 installment for.

The Board signed Payment Request #1 totaling \$3,478.90 for Waterline Industries, a user fee abatement denial letter and a memo to the Assessors.

MOTION, by Elaine Fiore, seconded by Peter Cobb, to adjourn the meeting at 11:40 a.m. The motion was so voted.

Suzanne Richards  
Administrative Assistant