

MINUTES  
May 6, 2009

The Board of Sewer Commissioners met tonight. Members in attendance were Elaine Fiore, Peter Cobb and new member, Thomas Taylor. The meeting was called to order at 7:00 PM by Elaine Fiore.

The first order of business tonight was a reorganization of the Board of Sewer Commissioners.

MOTION, by Peter Cobb, seconded by Thomas Taylor, to nominate Elaine Fiore as Chair. The motion was unanimously voted.

MOTION, by Elaine Fiore, seconded by Thomas Taylor, to nominate Peter Cobb as Vice Chairman. The motion was unanimously voted.

A memo reporting the results of the reorganization of the Board of Sewer Commissioners will be sent to the Town Clerk and Town Administrator.

Vickie Benassi attended the meeting to discuss plans she has to open a Day Spa at 1 Tremont Street in the space previously occupied by the Flooring store. She described the space she plans to occupy as being 651 SF in size. There is a bathroom but there is no washer and dryer. There will be 2 spa chairs. Ms. Benassi estimated that she would have to provide about 50 foot message treatments per day to use 100 gallons of water. She did not expect to provide anywhere near that amount. Other treatments do not require the use of water as part of the treatment. A diagram detailing the proposed layout of this space as well as the rest of the building was provided for review. In addition to the spa there will be the Quincy Memorials business on the main level. There is a one bedroom apartment and a small office space on the second floor. Further discussion stated that there is currently 660 gallons of sewer capacity available for this property. Based on the information provided, 660 gallons should be enough capacity to accommodate the change in use of the building space.

MOTION, by Peter Cobb, seconded by Elaine Fiore to approve the change in use plan based on the building being assessed as 2 ERU's or 660 gallons per day of sewer flow, and the diagrams provided that detail the layout of the entire building. The motion was unanimously voted.

A memo will be sent to the Building Inspector indicating the Sewer Commission approval of the proposed change in use of the building. Any future changes to the structure or the use of the building must be reviewed by the Sewer Commission.

Department bills were signed totaling \$495.87, \$456.00 and \$3716.50. Lien release documents for paid betterment assessments were signed as well.

Ms. Fiore reported that she has spoken with Jill Myers regarding the purchase of a new vehicle for the Wastewater Department. Ms. Myers stated that if previous Town Meeting Articles appropriated money for this type of purchase that the Sewer Commission should provide her with copies of the Town Meeting Articles along with a

letter asking her to authorize the purchase. Ms. Fiore also mentioned that Paul Basler had suggested that the old vehicle be donated to the Recreation Department once the new vehicle has been acquired. The Sewer Commission was very receptive to this idea.

Ms. Fiore discussed the Thorndike 40R briefly. The Sewer Commission needs to write a new agreement with Mr. Geisinger. Reimbursement of the Wastewater Facility expansion design costs was discussed. The Thorndike agreement has to be tied to something other than Mr. Geisinger obtaining building and occupancy permits.

Ms. Fiore mentioned the need for the Sewer Commission to actively seek the expansion independent of the Thorndike project if that need should arise. The Mass. Economic Development Council is holding a luncheon discussion with Jeffrey Simon, Director of Infrastructure Investment on Friday, May 8, 2009. The discussion will focus on ARRA/stimulus funds. Ms. Fiore and Ms. Poirier will be attending to seek information regarding funding for the expansion. In most cases you must provide shovel ready plans for your project in order to qualify for funding. CDM has advised that 20% design plans are usually considered sufficient to apply for funding. The estimate CDM provided for a 20% design for the expansion was \$175,000.00 if the Town should move forward independent of the Thorndike project.

The CDM Agreement and Exhibit A were reviewed. Ms. Fiore suggested changing the 3 bay garage to a 4 bay garage to allow for the vector unit to be kept inside as well. She will notify Mr. Freeman of this change. She would also like radiant heat to be provided so that the staff is able to work inside the building.

MOTION, by Elaine Fiore, to approve the CDM Agreement and approve Exhibit A pending some minor changes to the documents that she will report to Mr. Freeman. There was no second on the motion and it did not pass.

The Board felt that the Agreement and Exhibit A needed some further review before they voted approval and signed it. It will be brought up again at the next meeting on May 26, 2009.

On May 26, 2009, Jay Talerman will be attending to review ongoing legal matters, the process required to report and collect delinquent user fees, who has the authority to set up payment plans for delinquent user fees, when do liens get placed on the tax bill, when do the liens expire, the plant expansion and so forth. Everyone should prepare a list of questions they would like Jay to address at this meeting so that they can be forwarded to him in advance.

It is time for the Sewer Commission to report the available sewer capacity as required by the Chapter 250 of the Acts of 2006 legislation. The legal notice will be forwarded to the Patriot Ledger for publication by May 22, 2009.

Since there have been quite a few changes to the meeting schedule for May, a new schedule for the month was distributed detailing upcoming meetings and the schedule for the rest of 2009.

Ms. Fiore discussed the connection of the proposed Senior Center to the sewer and suggested that a letter be written to Jill Myers suggesting that the Highway building, Animal Shelter and Senior Center complete connections to the sewer at the same time and that they all connect to the same pump chamber as recommended by Mr. Vandal.

Shortly after this discussion, Mr. Gallagher arrived to say the Senior Center has received approval. Ms. Fiore discussed the connection and Mr. Gallagher said he would provide plans for the Sewer Commission to review. He said he would revisit the

connection plan but that there was a provision for connecting the Highway building and Animal Shelter. Ms. Fiore stated that the Sewer Commission needs the as-built for the line that has already been installed to accommodate the 3 buildings and will need as-builts for anything that is constructed in the future. The Senior Center will also need a properly sized grease trap. Mr. Gallagher said that he would look into these matters.

A budget spreadsheet was prepared for review tonight, however, since Mr. Vandal was not available to review it this will be discussed at a later time.

MOTION, by Elaine Fiore, seconded by Peter Cobb, to adjourn the meeting at 8:00 PM. The motion was unanimously voted.

Suzanne Richards  
Administrative Assistant