

**Town of Millbury
Minutes of
Sewer Commission Meeting
May 12, 2020
ZOOM MEETING ID# 889 3613 0749**

TOWN OF MILLBURY
TOWN CLERK
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MILLBURY, MASS

“Welcome to the May 12, 2020 meeting of the Sewer Commission. This meeting is being recorded and streamed by Millbury Public Access Cable Television. This Meeting is also available through Zoom.us/download. Anyone who is participating through Zoom.us/download should state their name and address when speaking.”

Zoom Meeting Attendees: Gary Nelson, Lisa Allain, Happy Erickson, Keith Caruso - DPW Supervisor and Christine Billington Clerk; Eastland Partners – Chad Boardman, Clayton Williams, and Turning Point Engineering – Stephen J. O’Connell.

CALL TO ORDER

Chairman Gary Nelson called the zoom meeting to order at 4:00 p.m.

ITEM TWO – PUBLIC ATTENDEES:

Eastland Partners – Chad Boardman and Clayton Williams Turning Point Engineering – Stephen J. O’Connell. Gary opened meeting up to Chad Boardman developers for Clearview Country Club Condo project. Recently executed work order to perform work analysis for flows on 9 areas of town. Eastland Partners had some complications at Clearview site that’s why they have not done the analysis as of yet. Steve O’Connell Turning Point Engineering. EST will start Thursday on installing meters. Looking for credit on the flow monitoring because it is very costly. Looking for feedback from the board on sharing cost for expense for the work. Chairman Nelson spoke about this project being a two phase project. The costs are \$40,000 and \$45,000. Chairman Nelson does not think this is an added cost that the users should pick up. Chairman Nelson said that the board can share the cost of the analysis because we will benefit the town as well. Chairman Nelson stated that Eastland should pick up the cost of the first phase. Clayton agreed with Chairman Nelson about starting the metering project. Keith provided information on the size of the pipe. Chairman Nelson asked if they will need a police detail and Keith. Clayton is curious on what the other members think. Lisa stated that she does not have any questions, Happy does not have any questions either. Keith asked Clayton that if the police officers go by and they do not have a detail that they will probably want won. They will order a detail for the work.

ITEM THREE – INVOICES

2 sewer bills that need to be sent to Sutton.

Chairman Nelson spoke on having the chairperson be able to sign anything that needs signatures for the board until this pandemic is over. Chairman Nelson asked for a motion Happy Erickson made the motion and Lisa Allain seconded the motion to have the Chairman sign any and all paperwork needed until pandemic is over. Roll call vote: Happy Erickson yes Lisa Allain yes. Chairman Nelson stated that there are two Bills for Sutton that need to be approved. The first Bill is from October – December for \$60,991.99 Chairman Nelson asked for a motion to approve Lisa Allain made the motion and Happy Erickson seconded the motion. Roll call vote Happy Erickson; yes, Lisa Allain; yes, Gary Nelson; yes. The second bill for Sutton is from Jan – March for \$71,604.84. Chairman Nelson asked for a motion to approve Happy Erickson made the motion Lisa Allain seconded the motion all in favor. Roll call vote: Happy Erickson; yes, Lisa Allain; yes Gary Nelson; yes. Andre Vanni Finance Director asked to talk about the metering for Sutton and Chairman Nelson stated he will be discussing this later on in the meeting.

ITEM FOUR – CORRESPONDENTS:

Letter from Justine Caggiano regarding sewer back up at 7 Woodland Street, insurance will not cover \$18,000.00 of the bill. Chairman Nelson spoke about this at a previous meeting about the sewer back up, Chairman Nelson stated that if we do it for this person that we would be setting up a president and we do not have the money in the budget to pay this. Chairman Nelson asked Justine the balance on the payment is \$18,000. Justine stated that it would not set up a precedence because it is worded differently in the insurance policy. Chairman Nelson asked Justine if there was any information for the homeowner's policy that they denied the payment. Once they put in a claim then their insurance rates will go up. Justine stated that someone has to pick up the bill and she is asking the Sewer Commission to pick up. Justine will need to talk to the Finance Director to see where the money will come from. Lisa Allain asked why the town was at fault. Chairman Nelson spoke about what happened and stated that our insurance company would only pick up a small portion of the bill. The whole bill was over \$22,000.00 and their balance now is the \$18,000.00. In the future insurance policy's need to be reviewed so that this does not happen again. Chairman Nelson stated that it was not the homeowner's fault that there was a backup in the line. Lisa Allain stated that when the insurance policies are up that this needs to be made sure that this is accounted for. Gary asked for a motion to take 18,000 from our budget to pay the bill. Lisa seconded the motion all in favor. Roll call vote: Gary Nelson; yes, Lisa Allain; yes, Happy Erickson; yes.

ITEM FIVE - MINUTES:

Minutes of January 14, 2020. Chairman Nelson asked for a motion, Lisa Allain made the motion, Chairman Nelson seconded the motion all were in favor. Roll call vote: Happy Erickson; yes, Lisa Allain; yes, Gary Nelson; yes.

Minutes of March 10, 2020. Chairman Nelson asked for a motion, Lisa Allain made the motion, Happy Erickson seconded the motion all were in favor. Roll call vote: Happy Erickson; yes, Lisa Allain; yes, Gary Nelson; yes.

ITEM SIX – OPERATIONS:

Chairman Nelson asked if Frank Occhipinti was on and Frank Stachura was on and neither were on.

ITEM SEVEN – ABATEMENT REQUESTS:

10 Cristo Lane – Darlene Papalardo -Had a water leak in August received a credit from Aquarion of 44,000 gallons looking for the same from the Board. Bill is \$1,365.30 Abatement Requested \$541.20 Abated to: \$824.10.

Chairman Nelson asked for a motion to abate Happy Erickson made the motion and Lisa Allain seconded the motion all were in favor. Roll Call Vote: Happy Erickson; yes, Lisa Allain; yes, Gary Nelson; yes.

28 Leslie Lane -Rachel Howarth – Did not receive meter deduction form back until 4.23.2020. Looking to have the 50,000 gallon deduction used for bill. Bill is \$1,340.70 Abatement Requested \$615.00 Abated to: \$725.70.

Chairman Nelson asked if there should be a processing fine if they are late in turning in their form. Lisa Allain stated either that or we just need to stop excepting them. Lisa Allain stated that at this time with all that is going on we should not charge a fee. Andrew Vanni stated that he thinks it's a good idea.

Secretary spoke on we already have a time frame on when we need the forms back by.

Chairman Nelson asked for a motion to deny abatement. Lisa Allain made the motion, Happy Erickson seconded the motion all were in favor of denial. Roll Call Vote: Happy Erickson; yes to deny, Lisa Allain; yes to deny, Gary Nelson; yes to deny.

30 Linda Avenue – Anita Cashman – Had a leak in pool. Received a pool deduction in 2019 and is looking for another deduction this year. Bill is \$381.30 Abatement Requested \$110.70 Abated to: \$270.60. Chairman Nelson asked if we should be giving more abatements for pool repairs. Lisa Allain stated that we usually get a receipt with repair work.

Chairman Nelson asked for a motion to abate Happy Erickson made the motion and Lisa Allain seconded the motion all were in favor. Roll Call Vote: Happy Erickson; yes, Lisa Allain; yes, Gary Nelson; yes.

1 Matthew Circle – Karen McGilloway – Did not receive meter deduction form back until 4.27.2020 and is looking for 53,000 gallon deduction used for this bill. Bill is \$1,230.00 Abatement Requested \$578.10 Abated to: \$651.90. Chairman Nelson asked the secretary if this was the same as Leslie Lane and it was.

Chairman Nelson asked for a motion to deny abatement as form was not turned in on time. Lisa Allain made the motion to deny abatement Happy Erickson seconded the motion all were in favor of denial. Roll Call Vote: Happy Erickson; yes to deny, Lisa Allain; yes to deny, Gary Nelson; yes to deny.

87 S. Main Street – Addie Carlson/Richard Carlson – Has a well account. Home has been vacant. Should have only received a minimum usage bill of \$49.20. Bill is \$319.80 Abatement Requested \$270.60 Abated to: \$49.20.

Chairman Nelson asked for a motion to abate Happy Erickson made the motion and Lisa Allain seconded the motion all were in favor. Roll Call Vote: Happy Erickson; yes, Lisa Allain; yes, Gary Nelson; yes.

52 Rayburn Drive – Jill & Michael Muller – Is on meter deduction program did not know that their meter was not working. Looking for any kind of help with their bill. Bill is \$1,230.00 Abatement Requested \$492.00 Abated to: \$738.00. Chairman Nelson stated that going by their past bills the amount that should be abated brings their bill higher than their average usage. Lisa Allain asked Chairman Nelson how he calculated the amount and Chairman Nelson stated that it was an average of previous bills.

Chairman Nelson asked for a motion to abate Lisa Allain made the motion and Happy Erickson seconded the motion all were in favor. Roll Call Vote: Happy Erickson; yes, Lisa Allain; yes, Gary Nelson; yes.

22 A B River Street – Susan & Scott Mogren – Clerical Error. This is a duplicate account. Bill is \$221.40 Abatement Requested \$221.40 Abated to: \$0.

Chairman Nelson asked for a motion to abate Happy Erickson made the motion and Lisa Allain seconded the motion all were in favor. Roll Call Vote: Happy Erickson; yes, Lisa Allain; yes, Gary Nelson; yes.

3-5 Summer Street – Shawn & Rosa Wyse – Received abatement from Aquarion for 46,000 gallons due to a water leak and is looking for the same from the board. Bill is \$725.70 Abatement Requested \$565.80 Abated to: \$159.90. Chairman Nelson stated that they have never had a bill this low. Chairman Nelson does not know how they came up with the abatement of this much. There is a letter from Aquarion on what was given to them. Their average bill is over six hundred dollars. When the secretary talked to her Rosa stated that there is no one living on the other side for over a year. Chairman Nelson would like to investigate this further.

Chairman Nelson asked for this to be tabled until May 26, 2020 meeting so he can look into this account further. Chairman Nelson asked for a motion Happy Erickson seconded the motion all in favor. Roll call vote; Happy Erickson; yes, Lisa Allain; yes, Gary Nelson; yes.

18 Ward Avenue – Melissa Clark – Charged for August & November read but did not tie into the town sewer until November. Should have only been charged for 14,000 gallons. Bill is \$344.40 Abatement Requested \$172.20 Abated to: \$172.20.

Chairman Nelson asked for a motion to abate Lisa Allain made the motion and Happy Erickson seconded the motion all were in favor. Roll Call Vote: Happy Erickson; yes, Lisa Allain; yes, Gary Nelson; yes.

3 Pinehurst Circle – William Johnson – Mr. Johnson thinks he is still owed money. He is stating that he should have not received a bill for 25,000 gallons. It should have been a zero bill. Chairman Nelson stated that they have discussed this in previous meetings and Mr. Johnson also attended one of these meetings and the board explained to him that you will never have a zero bill. As far as Chairman Nelson is concerned he is not due another abatement.

Chairman Nelson asked for a motion to deny any further abatements. Lisa Allain made the motion, Happy Erickson seconded the motion all were in favor of denial. Roll Call Vote: Happy Erickson; yes to deny, Lisa Allain; yes to deny, Gary Nelson; yes to deny. Chairman Nelson asked for a letter to be send to Mr. Johnson stating the reason for denial.

ITEM EIGHT – BETTERMENTS:

Nothing at this time.

ITEM NINE– SEWER EXTENSIONS/CONNECTIONS:

7 Hawthorne Street – Sewer connection Chairman Nelson asked for a motion to approve Happy Erickson made the motion, Lisa Allain seconded the motion all in favor. Roll Call Vote: Happy Erickson; yes, Lisa Allain; yes, Gary Nelson; yes.

ITEM TEN– ADDITIONAL TOPICS

Chairman Nelson asked if Frank Occhipinti was on and Chairman Nelson stated that he wants to talk to him about the meter readings from Sutton. There is a big discrepancy between what Sutton sends and what we have is very big over 1 million gallon difference. We have had the meters calibrated already but something is not correct, this is a big issue that needs to be resolved. Lisa Allain stated that we need to find out what our options are. Chairman Nelson will address with Frank Occhipinti.

Chairman Nelson asked if the board has been through the center of town with the project that is going on. They did a test pit and we have asbestos pipes and that need to be replaced and that she needs more money from the board.

Stratford Village connection has been taken care of and is now all set. Keith stated that he is waiting to hear from Stantec to make sure there were no problems on their part. Laurie Connors was supposed to get ahold of Stantec and have a meeting to make sure everything was all set.

Chairman Nelson asked secretary if Cobblestone Village has been billed for everything she will check and get back to Chairman.

Gary spoke to Frank about Eastland putting the meters in and they will be in for 10 or 12 weeks. Meters should be in before June 1, you may get summer thunderstorms so hopefully this will help with the reads. May need to extrapolate reads from March 13 or 14 because these were high reads. Gary stated that when we were talking to Eastland about sharing some of the costs from W & S analysis from the meters and Eastland would pick up the cost of everything else. Lisa Allain stated that this was work that would have been done anyway. Does the commission agree to share the cost? Lisa stated sharing the cost is reasonable but does not know how much to spend. It is good information to have. Gary talked about installing the meter #8.

Chairman Nelson asked Frank about the Sutton readings. Frank stated that we need to ask Sutton for their calibrations from their meter and then get the raw data. Need to make sure that the meters have been calibrated recently which they have and then we need to make sure ours matches. Gary asked if this can be done immediately, Gary will ask Don Obuchowski from Sutton for that information. Andrew Vanni asked Frank how much it would cost to have someone out to calibrate the meters again and Frank stated that it would probably be under \$1,000.00 dollars.

Chairman Nelson asked Andrew Vanni about the Sewer bills that were signed for Sutton for 3rd and 1st quarter, that amount of money was based on Millbury's readings and Andrew said yes. Once the issue is resolved we can reconcile at the end of the fiscal year. Frank stated that with a week we can try and have this issue resolved. Lisa Allain asked whose information is correct if it is ours or Sutton's. Frank stated that our read should be the same as Sutton's.

Chairman Nelson asked Frank Occhipinti about the rate study and Frank Occhipinti stated that there was a couple of things that need to be requested. Frank will send information to Andrew Vanni and as well as the secretary.

Elm Court pump station is still in motion just waiting on parts to come in and then they can start construction.

ITEM TEN – FUTURE MEETING DATE

The next regular scheduled meetings will be held May 26, 2020 and June 9, 2020. Meetings will be held the 2nd and 4th Tuesday of every month unless otherwise posted and/or cancelled. Time change of the meetings will be 5:00 pm unless otherwise posted.

ITEM ELEVEN – ADJOURNMENT

At 5:37 p.m. Chairman Nelson asked for a motion to adjourn, Happy Erickson made the motion to adjourn and Lisa Allain seconded the motion all were in favor. Roll Call Vote: Happy Erickson; yes, Lisa Allain; yes, Gary Nelson; yes.

(More information about this meeting can be found on the VOD Millbury Public Access channel)

Respectfully submitted,
Christine Billington
Clerk-Sewer Department



Gary Nelson



Happy Erickson



Lisa Allain