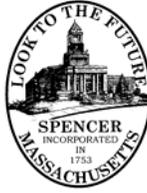


TOWN OF SPENCER, MASSACHUSETTS
OFFICE OF THE
SEWER COMMISSION

FRANICS X. WHITE, CHAIRMAN
LAWRENCE H. DUFAULT, CLERK
HAROLD J. MCAFEE, MEMBER

MARK R. ROBIDOUX, SUPERINTENDENT



3 OLD MEADOW ROAD
SPENCER, MA 01562
TEL. 508-885-7541
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Minutes of Meeting held December 8, 2009

Meeting of the Board of Sewer Commissioners held at the Water Department, 3 Old Meadow Road, Spencer, MA.

Members present: Francis "Frank" X. White
Lawrence "Larry" Dufault

Sewer staff present: Mark Robidoux, Supt.
Debra Graves, Clerk

Meeting was called to order at 5:00pm.

1. Read and accepted minutes for November 10, 2009.
2. Signed monthly commitment for septage fees.
3. Superintendent Mark Robidoux Review:
 - Monthly Operations Reports
 - Monthly Monitoring Reports
 - Staff Technical Review Minutes
4. Discussed the Fire Dept. sewer fee: The Fire Dept.'s double head meter has been high the last two quarters, so Frank and Mark checked the meter and got a read and it looks like the usage has gone down quite a bit. Frank would like the office call him when the Water Department does the next read so he can be there.
5. Steven Leoncini Duplex on Leon Drive Fees: The present fees are \$16.00 per gal of flow x 110 gals per bedroom which would equal \$1,760.00 for I/I. There is no charge for the existing connection.
6. Pat Gallant- Bixby Trail Estates: Mark sent the proposal to Paul Guida to deliver to Town Counsel so they can review the proposal. No response from Town Counsel.
7. GIS (Geographic Information System): The town is looking into setting up GIS for utilities, wetlands, etc. Greg McVeigh, Wright-Pierce, suggests that our sewer manholes are opened, inspected and surveyed. This information then could be included in our current sewer system model which will replace lost design plans. The Sewer Commissioners have decided not to go forward with the town GIS at this time.

8. Discussed having Methuen Construction replace aeration tank concrete steps for \$10,000 per location. There are two locations. The Sewer Commissioners feel the cost is high and would like someone else to look at the concrete steps.
9. Frank and Larry attended the Community Development Strategy for the CDBG program.
10. Mortgage Loan Services owns a 71 acre tract of land in Spencer. They paid the Sewer Commissioners the sum of \$5,000.00 to reserve use of the existing sewer facilities in Spencer. They would like an extension for one year on their reservation. The Sewer Commissioners would like to meet with Pam Crawford from Mortgage Loan Services about this. Frank said he would call her.
11. Discussed WWTF Facility Study and Sewer System Master Plan: The Sewer Commissioners will review the plans and get back to Mark next week. In the mean time, they would like Wright-Pierce to work on cost and then they will setup a meeting with the Selectmen sometime in 2010.
12. Discussed the 1994 Utility Truck: needs two new tires for the winter, engine runs rough after tune-up and Mark would like to put a bid out for a truck for 2011 Town Meeting. The bid policy dead line for the Selectmen is Jan. 12, 2010. The Sewer Commissioners agreed to put it on the bid list.

Meeting adjourned at 6:55pm, motion by Larry, seconded by Frank, unanimous vote.