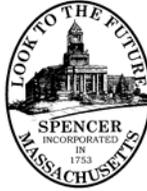


TOWN OF SPENCER, MASSACHUSETTS
OFFICE OF THE
SEWER COMMISSION

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 November 9, 2010

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" H. Dufault
Harold "Satch" J. McAfee

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

Others: Dairy Queen Owners & Attorney Phil Stoddard

Meeting was called to order at 5:00pm.

1. Read and accepted minutes for October 12, 2010.
2. Signed monthly commitment for septage fees.
3. Superintendent Mark Robidoux Reports:
 - Monthly Operations Report
 - Monthly Monitoring Report
(Reports are on file at the Utilities & Facilities Office)
1. Dairy Queen, 291 Main St.: Owners would like to increase their inside dining area to 72 seats from 42 seats. The additional 30 seats will be charged sewer bank fees for I&I as follows:
2. ($\$16/\text{gpd} \times 20 \text{ gpd}/\text{seat} \times 30 \text{ seats} = \$9,600.00$)
3. Discussed electricity billing: the contract extension, which defaulted, started December 2008 and is for 5 years. The Commissioners would like to send a letter to Constellation NewEnergy requesting contract termination.
4. The Sewer Commissioners would like a letter sent to Town Counsel about putting a lien on Olde Sibley Farms real estate properties for past engineering costs.
5. The Sewer Commissioners discussed the payment due date for the septage invoices. They would like to keep the payment due date as is (10 days from invoice date) and review again at another meeting.
6. Reviewed the quotes for W/S bills printing and mailing agreements for 2011-2014. The Sewer Commissioners prefer to go with the low price quote because of all the additions included.

7. Jim Laney purchased a property on Holmes Street and would like to build a Duplex house on it and sell each housing unit independently. Wright-Pierce recommends installing a sewer manhole on the property with separate pipes coming from each unit and a single discharge line from the manhole to the street. A maintenance agreement would have to be filed with the deed prior to issuing a connection permit stating that the owner(s) would be responsible to maintain their separate connection from the housing unit to the manhole and that the manhole and discharge pipe to the main sewer would be the responsibility of both units' owner(s). The commissioners agree and asked Mark to call Jim and inform him of these requirements.
8. Capital Planning for Meadow Road Pump Station: Mark discussed the need to replace the existing pump station. The engineering, construction and inspection services costs should be less than \$500,000. The Sewer Dept. has approximately \$400,000 in retained earnings with a little more than \$200,000 allocated for our FY2011 budget which would leave a balance of \$200,000. Mark suggested obtaining a 5-year loan from the State House Note Program to pay for the new station. The commissioners asked Mark to contact Wright-Pierce to ask them for some firm costs.

Meeting adjourned at 6:45pm. Motion by Satch, seconded by Larry and in favor, Frank.