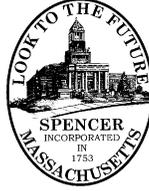


TOWN OF SPENCER, MASSACHUSETTS
OFFICE OF THE
SEWER COMMISSION

FRANCIS X. WHITE, CHAIRMAN
LAWRENCE H. DUFAULT, CLERK
MICHAEL J. MERCADANTE, MEMBER

MARK R. ROBIDOUX, SUPERINTENDENT



3 OLD MEADOW ROAD
SPENCER, MA 01562
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Minutes of Meeting held March 11, 2014

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
Michael "Mike" J. Mercadante

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

Meeting was called to order at 5:05pm.

1. Read and accepted minutes for February 11, 2014.
2. Signed monthly commitment for Septage Fees.
3. Sign quarterly commitment.
4. Superintendent Mark Robidoux Reports:
 - Monthly Monitoring Report
 - Monthly Operations Report(Reports are on file at the Utilities & Facilities Office)
5. Review quote from MPC Services for replacement of six actuators and installation of air duct support for the WWTP emergency generator. Larry made a motion to approve the scope of work, seconded by Frank, and in favor, Mike.
6. The Sewer Commissioners reviewed a letter from the Spencer Personnel Board and will reply with a letter to the Personnel Board.
7. Superintendent would like to change his normal work hours to 6:00am to 3:00pm Monday –Thursday and 6:00am to 12:00pm on Friday. Larry made a motion to change Mark's normal hours to the requested hours shown, seconded by Mike, and in favor, Frank.
8. Wright-Pierce to rebid WWTF and Meadow Road Pump Station improvements. Sewer Commissioners reviewed the memorandum from Wright-Pierce. The Sewer Chairman signed the sole source procurement for some equipment as part of the rebid.

9. An article will be added to the May Annual Town Meeting to transfer \$130K from sewer retained earnings to be used for the Sewer System Upgrades.
10. Sewer Systems Upgrades rebid was published in the Central Register today. The Bid schedule is:
 - Review Rebid Contract Drawings March 20, 2014
 - Non-mandatory Pre-Bid meeting April 8, 2014
 - Electrical File Sub Bid due April 16, 2014
 - General Bids due April 30, 2014.
11. Reviewed Flexcon's results for their sewer sampling laboratory report. South Spencer Rd. Facility's phosphorus shows a 50% reduction (5.0 ppm vs. 10 ppm) and Bixby Rd Facility has increased to 8.6 ppm from 7.3ppm. Flexcon hasn't determined where the phosphorus is coming from. Sewer Commissioners think they should continuing checking raw materials and cleaning supplies.
12. Waste Management's hauling price went from \$240 to \$271.20 and the rental per month fee went up from \$25 to \$28.25 for grit and screenings. The Sewer Commissioners would like a Contract with no price increases.
13. The Portable Robotic CCTV Pipe Inspection System Bid is out and the bid opening is March 27, 2014, at 2:00pm.
14. Forty-nine Grove St would like the sewer late fee waived. The Sewer Commissioners reviewed the bills. Larry made a motion not to waive the late fees, seconded by Mike, and in favor, Frank.
15. WWTP's Storm Water Pollution Prevention Plan may need updating. Mark would like to get quotes from some engineering firms.

Public Meeting Adjourned at 6:35pm, motion by Larry, seconded by Mike, and in favor, Frank.