

**BOARD OF SEWER COMMISSIONERS
MEETING MINUTES**

June 6, 2018

Carby Street Municipal Office Building, Champagne Meeting Room

The meeting was called to order at 7:29 am

Present:

Sewer Commission members present: Jim Connors (Chair), Frank MacPherson and Pat Ahearn
Special Counsel: Dan Bailey
Staff members present: Todd Korchin and Rich Barry
Bob Rafferty, Environmental Partners Group
Others present: Joe Conlon

Minutes recorded by Tish Healey

Opening Statements

The Board welcomed Pat Ahearn to the Sewer Commission. Mr. Ahearn was recently presented with the John J. Cronin Public Service Award at the spring 2018 Town Meeting. The John J. Cronin award is Westwood's highest honor and is presented annually to individuals who have been extraordinary in public service to the Town. The Sewer Commission extended congratulations to Commissioner Ahearn for the well-deserved recognition.

Westfield Street/Wilsondale Street Sewer Connection

Mr. Rafferty (EPG) gave an update on the Westfield/Wilsondale sewer connection and easements. There are 3 legs to the sewer connection, one feeding Westfield Street, one to Wilsondale Road and one portion not currently used. The process to create sewer easements was never completed. A potential sewer easement between 122 and 130 Wilsondale is close to an existing in-ground pool on 130 Wilsondale.

Any service line to the home is the responsibility of the homeowner, while the main line is the responsibility of the town for any repairs. An easement will allow access to the main portion of the sewer line.

Mr. Bailey stated that the Board will need to better define the sewer easements and determine if subordination will be part of the agreement. Mr. Ahearn inquired whether Town Meeting approval is needed to take an easement. Per Mr. Bailey, the Sewer Commission has the authority to take an easement, but will review for the Board. The Sewer Commission would like to discuss further at a future meeting.

Environmental Partners Group does not recommend pressure testing the force main (Attachment A).

162 Pleasant Valley Road- sewer bill

Mr. Conlon, former resident at 162 Pleasant Valley Road, paid for sewer at his property from 2002 to 2009. The property was on septic, never connected to sewer. He is asking for reimbursement for the paid sewer payments. Per the Finance Director, the Town can only refer back ten years and this would amount to approximately \$400 in sewer payments per Mr. Korchin. The Sewer Commission will review the request and will respond back to Mr. Conlon. *Refund issued to resident in January 2019 for \$400.00*

Other Business that may come up properly before the Board

1. Mr. Korchin stated that all capital requests were approved at the spring 2018 Town Meeting. The requests included the I/I project and the easement assessments, as well as capital requests. Mr. MacPherson asked EPG for updated I/I drawings.
2. Mr. Korchin asked the Board to increase the sewer connection inspection fee to include a retainer. The retainer would be returned to the contractor/homeowner, once the sewer "as built" is received and approved. The Sewer Department would like to increase the inspection fee to \$1000, with \$300 for inspection and \$700 retained. Mr. Ahearn suggested an \$800 fee, \$300 for inspection and \$500 as a retainer. The Board stated that if an "as built" is outstanding, the contractor will not

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be issued any additional sewer permits until the "as built" is received and approved. The request to increase the sewer connection fee to \$800 was approved unanimously.

3. A Public Records request for meeting minutes was received on 5/21/18 and completed on 6/4/18.
4. Mr. Ahearn would like the Sewer Department to purchase tick repellent clothing for the staff. Mr. Connors seconded and the request was approved unanimously.

Schedule next meeting- TBD for July 2018 and will include a sewer rate discussion.

Adjourn: Motion to adjourn at 8:25 am by Mr. Ahearn, seconded by Mr. MacPherson.

Approved:

Date

J. Mark 7/2/19

Sewer Commission, Clerk