

**BOARD OF SEWER COMMISSIONERS  
MEETING MINUTES**

**August 6, 2020  
Zoom Remote Participation**

The meeting was called to order at 6:01 PM by Chair, F. MacPherson

**Present:**

**Sewer Commission members present:** Frank MacPherson (Chair), David Krumsiek and Diane Hayes

**Special Town Counsel:** Dan Bailey

**Environmental Partners Group:** Bob Rafferty

**Staff Members:** Brendan Ryan, Patricia Healey and Todd Korchin

**Assistant Town Administrator/Finance Director:** Pam Dukeman

**Minutes recorded by:** Kerry Higgins

**A. Opening Statement:**

Organization of the Sewer Commission (per results of recent town elections)  
D. Hayes made a motion to appoint F. MacPherson to be Chair, D. Krumsiek Seconded.  
Unanimous Vote 3-0. D. Hayes, aye. D. Krumsiek, aye. F. MacPherson, aye.  
D. Krumsiek moves for D. Hayes to be Clerk, F. MacPherson Seconded.  
Unanimous Vote 3-0. D. Hayes, aye. D. Krumsiek, aye. F. MacPherson, aye.  
F. MacPherson moves for D. Krumsiek to be 3<sup>rd</sup> Member (no vote necessary).

**B. FY21 Sewer Rates:**

Pam Dukeman gave a presentation to the proposed sewer rates for FY21 (presentation copy included as attachment to these minutes).

FY20 revenue fine, expenditure fine, consumption lower (pandemic), no rate increase

Overall, FY20 revenue and expenditures were in line. Consumption rates were lower due to the pandemic, and no sewer rate increase was recommended.

FY21 recommendation 2% increase rate (practical & conservative)

Have kept rates low with moderate increases (no more than 2% increase for 6 years and many years no increase), not carrying much debt and have available resources with MWRA

F. MacPherson motions to increase rates 2%, D. Hayes Seconded.

Unanimous Vote 3-0. D. Hayes, aye. D. Krumsiek, aye. F. MacPherson, aye.

**C. Easement Review-Wilsondale Street and Westfield Street:**

Residents J. Conway & T. Williamson joined the meeting. Per D. Bailey, 20 years ago a small development was constructed with a sewer line put in within the Wilsondale and Westfield street area, but the town never received an easement. If a sewer issue arises, the town does not have the right to access the sewer. Environment Partners surveyed, identified location of sewer lines & prepared 4 grants of sewer easements for towns right to go on private property. Four notarized documents have been received from the residents and none oppose the easement. The Town will

record at the Registry of Deeds and the Town will pay recording fees. D. Krumsiek motioned for the Sewer Commission to accept the grant of sewer easement, F. MacPherson Seconded. Unanimous Vote 3-0. D. Hayes, aye. D. Krumsiek, aye. F. MacPherson, aye.

**D. Inflow and Infrastructure (I/I) Update:**

B. Rafferty gave an update on the Inflow and Infrastructure program. Contractor will do a warranty inspection in spring and will focus on high risk areas if line fails along route 1 & route 1A with old pipes & easements (40% of system is PVP pipes in good shape, the asepsis pipes are lined not removed and manholes are reviewed when looking at pipes and during road construction). Next year prioritize getting into difficult to access areas such as Far Reach Road (lead time on getting pumps 6 months), next station(s) addressed should be Farm Lane or Clapboard Street pump station or both. There is an estimate of 1.2 million in MWRA grants available to study this year and construct next year. Westwood pump station ranked #2 in 2014 and currently ranked #5.

**E. Sewer Superintendent Role:**

T. Korchin spoke to R. Barry retiring and B. Ryan stepping into the role

**F. Administrative Role Transition:**

T. Korchin spoke to P. Healey promoted and K. Higgins stepping into the role

**G. Approval of Meeting Minutes:**

Outstanding:

February 12, 2019

September 23, 2019

December 10, 2019

July 8, 2019 (Executive Session)

The meeting minutes from each date were approved and Frank MacPherson will sign the minutes

**H. Next Meeting-TBD via remote participation**

F. MacPherson stated no new meetings needed to be set up at this point

**I. Adjournment** F. MacPherson moved to adjourn the meeting at 7:12 PM, seconded by D. Hayes (D. Krumsiek left the meeting at 6:35 PM). Unanimous Vote 2-0. D. Hayes, aye. F. MacPherson, aye.

Approved:

Date: 9/16/21



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Sewer Commission, Chair