

Harvard Sewer Commission Meeting
Sept. 26, 2011, 9 AM

Commissioners; Cindy Russo; Kyle Hedrick; Rick Maiore

Others present: Tim Bragan, TA; Tim Clark, BOS; Sue Fitterman, Asst. Assessor;
Chris Ashley, TCSBC.

Cindy Russo elected Chairperson; Rick Maiore elected Clerk

While recognizing our statutory name, for communications purposes this commission will be known as the Harvard Sewer Commission (HSC).

Motion carried 3-0

Commissioners were advised of a sewer project construction meeting on Wednesday Sept 28, 2011

Chris Ashley stated that all permits have been received to proceed to sewer project contract award.

A motion was made to delegate the HSC owner responsibility to the Harvard BOS in order to execute and manage the sewer construction project. The HSC would expect management and project reports.

Motion carried 3-0.

Tim Bragan submitted a report by the Town Center Sewer Policy Comm., June 14, 2011 Entitled "Policy Recommendations. Chris Ashley spoke to this report as follows:

Recommended: That HSC maintain the map and conditions of May 2009 as our initial data base,

And that the HSC adopt the capacity BOS pledge, and the betterment cap of \$18,700.

The HSC was made aware that DEP restrictions were in place and should be reviewed by the HSC.

The HSC should also be aware of the DEP conditions for water discharge.

The HSC immediate priority is to review and begin the process of formally adopting a Harvard Sewer Policy.

A discussion ensued on public interface regarding fees, charges etc which will involve participation by Lorraine Leonard, Finance Dir. and Debbie Nutter, Town Treas. Likewise technical and contractual issues involvement would be established with Rich Nota, DPW and as part of the contract of the engineering construction firm.

HSC by a consensus discussion agreed to work to:

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1. Establish a single structured records file.
 2. Develop and adopt a criteria and a list of approved contractors.
 3. Familiarize itself with the Enterprise Dist. Designation.
 4. Create a dedicated HSC website.

A general discussion ensued on the importance of Public Relations and communication. The following is a list potential action items, some of which are dependent on the adoption of rules & regulations and/or policies.

- Public hearing
- Meeting with interested parties, other boards, comm. etc.
- Site specific questions
- A single communications point
- Administrative questions
- Creating a “manual” or summary for district property owners
- Informational meetings

The HSC set their next meeting for 9 AM on Oct. 3, 2011.

Meeting adjourned @ 10:15 AM.

Rick Maiore
Clerk