

Town of Millbury RECEIVED
Minutes of TOWN CLERK
Sewer Commission Meeting
February 14, 2017 MILLBURY, MASS

ITEM ONE – CALL TO ORDER

Chairman Nelson called the meeting to order at 5:04 p.m.
Present: Gary Nelson, Happy Erickson, Lisa Allain, Rob McNeil, Andrea Paquette

ITEM TWO – APPROVAL OF MINUTES

Happy Erickson motioned to approve the minutes of the January 20, 2017 meeting as submitted; Gary Nelson seconded; a unanimous vote of approval was obtained.

ITEM THREE – OPERATIONS

Happy Erickson motioned to approve the Sutton Quarterly Sewer Invoice and Warrant for the period of October 1, 2016 – December 31, 2016 in the amount of \$59,708.87; Lisa Allain seconded; a unanimous vote of approval was obtained.

The Commission reviewed the six month calibration report from Sutton.

Rob McNeil reported that he and Gary Nelson accompanied the Finance Director, Katie McKenna today at a meeting with the Sutton Sewer Commission, per their request. Questions which Sutton posed were addressed, however, there is more discussion necessary. He said the Commission can further discuss at the Feb. 28, 2017 and then he'll get back to Sutton with an update.

Rob reported the sewer billing is in process and he will ask the Treasurer for the targeted billing date.

ITEM FOUR – BETTERMENTS

Rob said the office will plan on processing the next 6-month cycle of bills for Sewer Betterment Fees in March, after sewer billing has been completed.

ITEM FIVE – SEWER CONNECTIONS

Rob McNeil recommended the Sewer Commission approve the sewer connection permits before the Commission this evening, per his review.

24 Autumn Gate Circle

- Lisa Allain motioned to approve permit for Gallo Builders Inc. for new sewer connection 24 Autumn Gate Circle; seconded by Happy Erickson; a unanimous vote of approval was obtained.

26 Autumn Gate Circle

- Happy Erickson motioned to approve permit for Gallo Builders Inc. for new sewer connection 26 Autumn Gate Circle; seconded by Lisa Allain; a unanimous vote of approval was obtained.

ITEM SIX – FUTURE MEETING DATE

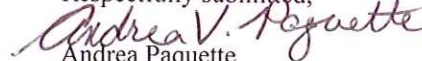
2/28/17, 3/14/17, 3/28/17

Gary Nelson advised he will be unable to attend the March 14, 2017 meeting.

ITEM SEVEN – ADJOURNMENT

At 5:20 p.m. Happy Erickson motioned to adjourn the meeting, Lisa Allain seconded. Meeting adjourned.

Respectfully submitted,

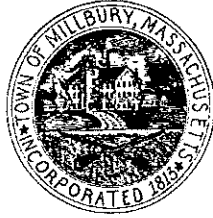

Andrea Paquette
Head Clerk


Gary Nelson


Happy Erickson

Lisa Allain

TOWN OF MILLBURY
MEETING NOTICE/ AGENDA TOPICS



Sewer Commission

Date of Meeting: February 14, 2017
Time of Meeting: 5:00 PM
Meeting Location: Small Conference Room

Regular Meeting
AGENDA

1. Minutes:
January 10, 2017 meeting
2. Invoices:
3. Operations :
Sutton Quarterly Billing Warrant: \$59,708.87 (Oct. 1, 2016 – Dec. 31, 2016)
Six month Calibration Report from Town of Sutton
4. Abatement Requests:
5. Betterments:
Discussion re: upcoming Betterments for units at Stratford Village
6. Sewer Extensions/Connections:
Applications: 24 Autumn Gate Circle – Gallo Builders Inc.
Applications: 26 Autumn Gate Circle – Gallo Builders Inc.
7. Upcoming Meeting Dates:
2/28/17, 3/14/17, 3/28/17
8. Adjournment

Any and all business not reasonably anticipated to be discussed

Signature of Chair Person or Clerk: _____

This notice is in accordance with the Open Meeting Law effective July 1, 2010.

SEWER COMMISSIONERS WARRANT TO COLLECTOR

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF MILLBURY

OFFICE OF THE BOARD OF SEWER COMMISSIONERS

To Denise Marlborough, Treasurer/Collector of Millbury in the County of Worcester.

GREETING:

IN THE NAME OF THE COMMONWELTH OF MASSACHUSETTS, you are hereby required to levy on and collect, with interest as provided by law, from each person named in the list or lists herewith committed to you the amount therein set forth as a BETTERMENT OR SPECIAL ASSESSMENT constituting a lien on his land, the sum total of such list or lists being as follows:

BETTERMENT AND SPECIAL ASSESSMENTS

In accordance with orders or statements duly recorded under the provisions of General Laws, Chapter 80 or 83, or Special Act, 1963, Chapter 800; 1973, Chapter 307; 1978, Chapter 156; 1990, Chapter 491, 2002, Chapter 389, 2007, Chapter 11

As Certified to the Board of Assessors

Sewer -User Charges	
	October 1, 2016 to December 31, 2016
Mail date:	February 15, 2017
TOTAL	\$59,708.87

And, at such times as the sewer commissioners shall direct, you are to pay over the amounts collected by you to the treasurer of the body politic on behalf of which the assessments were made. And you are to make written return of said assessments and interest with your list and of your doings thereon at such times as the assessors shall in writing require, and also to give to the city or town treasurer an account of all charges and fees collected by you.

But you are to complete, and make up and account of, the collection of the whole sum hereby committed to you, with interest on or before of the current year.

And in the levy and collection of such assessments hereby committed to you, and of interest, charges and fees, as provided by law, you are to have and to exercise the same powers and be subject to the same duties as in the case of the annual taxes upon real

SEWER INVOICE FOR THE TOWN OF SUTTON

Force Main from Millbury to the Upper Blackstone Water Pollution Abatement Facility (UBWPA)

PERIOD October 1, 2016 through December 31, 2016

FLOWS for the PERIOD:

Sutton Flow to Millbury	14,901,000
Millbury flow	89,534,000
Sutton + Millbury flow to UBWPA	104,619,000
Sutton % of Flow	<u>14.24%</u>

BUDGET INFORMATION

	ELECTED ADMIN CLERICAL SEWER WORKERS, OT LONGEVITY	SPENT	SUTTON ELIGIBLE
Salaries	\$ 260,712.00	\$ 70,240.68	\$ 68,778.18
Supplies & Materials	\$ 43,000.00	\$ 9,735.70	\$ 5,457.20
Purchased Services	\$ 292,189.00	\$ 43,003.49	\$ 29,380.19
Indirect Costs	\$ 330,244.00	\$ 82,561.00	\$ 82,561.00
UBWPAD Assessment	\$ 932,143.00	\$ 233,035.75	\$ 233,035.75
TOTALS	<u>\$ 1,858,288.00</u>	<u>\$ 438,576.62</u>	<u>\$ 419,212.32</u>
<u>Sutton Share of Millbury Budget:</u>	\$ 419,212.32	14.24%	\$ 59,708.87

TOTAL SUTTON BILL FOR PERIOD

\$ 59,708.87

Payable:

Town of Millbury
DPW/Sewer Division
127 Elm Street
Millbury, MA 01527

Signed:

MILLBURY SEWER COMMISSIONERS

Ray Chute
Happy P. ...
Fusa Allain

PREPARED FOR

**DON OBUCHOWSKI
TOWN OF SUTTON
4 UXBRIDGE RD.
SUTTON, MA 01590**



ELECTRONIC & MECHANICAL
Calibration Service

ISO/IEC 17025 Accredited

Certificates of Calibration

Chart Recorder, s/n 92200871700001
Flow Meter, s/n I04C0181

January 20, 2017

NEXT SCHEDULED CALIBRATION

July 20, 2017

Certificate for Standards supplied upon request

188 Hartness Road • Sutton, MA 01590

508/865-1125 • 1-800-572-1831 • f 508/865-1480



CERTIFICATE OF ACCREDITATION

ANSI-ASQ National Accreditation Board
500 Montgomery Street, Suite 625, Alexandria, VA 22314, 877-344-3044

This is to certify that

Electronic & Mechanical
188 Hartness Road
Sutton, MA 01590

has been assessed by ANAB
and meets the requirements of international standard

ISO/IEC 17025:2005

while demonstrating technical competence in the field(s) of

CALIBRATION

Refer to the accompanying Scope(s) of Accreditation for information regarding the types of calibrations to which this accreditation applies.

AC-1242

Certificate Number

ANAB Approval

Certificate Valid To: 09/05/2017
Version No. 001 Issued: 08/13/2015



This laboratory is accredited in accordance with the recognized International Standard ISO/IEC 17025:2005. This accreditation demonstrates technical competence for a defined scope and the operation of a laboratory quality management system (refer to joint ISO-ILAC-IAF Communiqué dated January 2009).

CERTIFICATE OF CALIBRATION
ISO/IEC-17025 Accredited

E&M Calibration #: 232320

TOWN OF SUTTON

Equipment ID: EM-03527 Serial No: 92200871700001
Description: CHART RECORDER Status: Active
Model No: DR-4200 Technician: PAUL O'MALLEY
Manufacturer: HONEYWELL Location: PUMP STATION SUTTON
Receipt Condition: GOOD Work Performed: On Customer Site

Calibration Summary

Calibrated: 01/20/2017 Frequency: Semi-Annual Temp: 51°F As Found: In Tolerance
Next Cal: 07/20/2017 Sensitivity: PASS Humidity: 45% Result: Pass
Calibration Method: 3 POINT METHOD

Standard Equipment Used				
Equip ID	Model	Description	Cal Due	Report #
179*	741B	CALIBRATOR	02/28/2017	218910
276*	M170/HMP75	TEMP/HUMIDITY INDICATOR	12/12/2017	2083.01

Measurement Group 1

Tol Type: Percent (%) Units: % As Found: In Tolerance Result: Pass Procedures: 059

Desc	Nominal	Limits		As Found			As Left (Cal Status)		
		Upper	Lower	Actual	Error	Result	Actual	Error	Result
4.00 mA CHART RECORDER	000	000	000	000	000	Pass	000	000	Pass
12.00 mA	050	050	050	050	000	Pass	050	000	Pass
20.00 mA	100	101	099	100	000	Pass	100	000	Pass

Approved By: Paul O'Malley, L.A. E&M

The above results relate only to the items calibrated for the range shown above. Calibration was performed in accordance with E&M quality manual and work instructions that are in compliance with ISO 10012-1, ISO/IEC 17025, AMS 2750E, AMS-H-6875. Standards used are traceable to NIST. A minimum accuracy ratio of 4:1 was used unless otherwise stated. The expanded uncertainties are expressed at the 95% confidence level using a coverage factor of k=2. If measurement of uncertainties are required contact E&M. This certificate shall not be reproduced except in full without permission from Electronic & Mechanical.

CERTIFICATE OF CALIBRATION
ISO/IEC-17025 Accredited

E&M Calibration #: 232321

TOWN OF SUTTON

Equipment ID:	EM-05535	Serial No:	I04C0181
Description:	FLOW METER	Status:	Active
Model No:	UFU111	Technician:	PAUL O'MALLEY
Manufacturer:	UNIPULSE	Location:	PUMP STATION SUTTON
Receipt Condition:	GOOD	Work Performed:	On Customer Site

Calibration Summary

Calibrated:	01/20/2017	Frequency:	Semi-Annual	Temp:	51°F	As Found:	In Tolerance
Next Cal:	07/20/2017	Sensitivity:	PASS	Humidity:	45%	Result:	Pass

Calibration Method: MANUFACTURER INSTRUCTION

Standard Equipment Used				
Equip ID	Model	Description	Cal Due	Report #
276*	M170/HMP75	TEMP/HUMIDITY INDICATOR	12/12/2017	2083.01
342*	HRF 1425-580	FLOWMETER/REGULATOR	10/28/2017	61019-F01

Measurement Group 1

Tol Type	Units	As Found	Result	Procedures
Percent (%)	gpm	In Tolerance	Pass	063

Desc	Nominal	Limits		Actual	As Found		As Left (Cal Status)		
		Upper	Lower		Error	Result	Actual	Error	Result
FLOW METER 8.0" PIPE SIZE	450.0	459.0	441.0	451.7	001.7	Pass	451.7	001.7	Pass

Approved By: Paul O'Malley, L.A. E&M

The above results relate only to the items calibrated for the range shown above. Calibration was performed in accordance with E&M quality manual and work instructions that are in compliance with ISO 10012-1, ISO/IEC 17025, AMS 2750E, AMS-H-6975. Standards used are traceable to NIST. A minimum accuracy ratio of 4:1 was used unless otherwise stated. The expanded uncertainties are expressed at the 95% confidence level using a coverage factor of k=2. If measurement of uncertainties are required contact E&M. This certificate shall not be reproduced except in full without permission from Electronic & Mechanical.