

RECEIVED  
TOWN CLERK  
15 MAY 26 PM 12:20  
MILLBURY, MA 01861

**Town of Millbury  
Sewer Commission Meeting  
January 13, 2015**

Meeting called to order at 5:00 PM

**Present:** Members Gary Nelson, Happy Erickson,  
DPW Director Rob McNeil, Secretary Cindy Allard

**Minutes:** none

**Invoices:** Signed, total amount \$13,977.86

**Abatements:** none

**Betterments:** follow up on 32 Grafton St, a check for a previous betterment was negative. Commission discussed and agreed that Mr. Windle is responsible for the \$7,500.00 betterment for 32 Grafton St.

**Electronic Records:** most of the items scanned and in file, easier to access records when needed

**Flow Data:** Brief discussion on the flow (see attached)

**Rte 146 Project:** advertising late February, likely underway calendar 2015.

**Finances:** FY15 budget – updated (see attached)  
FY16 proposed budget is attached  
UBWPAD budget will not be finalized until end of January

**Rules and Regulations:** not ready yet

**UBWPAD budget:** Rob will have copies next meeting

**Pump Stations:** estimate cost not yet received, bids will be advertised in April

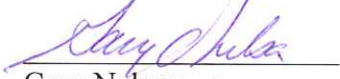
**Sewer Connection Permits:**  
15 Autumn Gate (lot 12)—Gallo—approved

**New Commissioner:** Lisa Allain will be appointed by Board of Selectman at their meeting tonight.

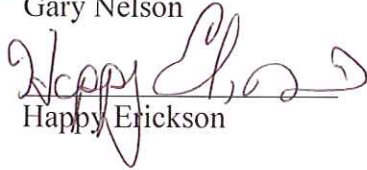
**Regular meeting:**

1/27/15

Meeting Adjourned at 5:44 pm



Gary Nelson



Happy Erickson

Town of Millbury

**Department of Public Works (FY 2015)**  
**Sewer Division**

Dept.	Account	Description	Budget	Expended \$	Expended %	Balance
440	5100	Personnel Services	252,928.00	114,224.28	45.16%	138,703.72
440	5200	Purchase of Services	266,689.00	154,040.97	57.76%	112,648.03
440	5400	Supplies	38,000.00	16,380.96	43.11%	21,619.04
440	5600	Intergovernmental (UBWPAD)	827,412.00	612,975.00	74.08%	214,437.00
440	5700	Other Charges & Expenses	2,750.00	790.00	28.73%	1,960.00
440	5800	Capital Outlay	25,000.00	13,602.94	54.41%	11,397.06
440	5900	Capital Expense	50,000.00	0.00	0.00%	50,000.00
<b>Total DPW - Sewer Division</b>			<b>1,462,779.00</b>	<b>797,789.87</b>	<b>54.54%</b>	<b>550,764.85</b>
					budget matched thru 10/10/2014	



# Town of Millbury DEPARTMENT OF PUBLIC WORKS

Sewer Division  
Annual/Monthly Flow Report  
2014

MUNICIPAL OFFICE BUILDING  
127 Elm Street · MILLBURY, MA 01527-0632  
Tel. 508-865-9143 · Fax: 508-865-0843  
**ROBERT D. McNEIL III, P.E., Director**  
[rmcneil@townofmillbury.net](mailto:rmcneil@townofmillbury.net)

REVISED: January 6, 2015  
REVISED BY: R. McNeil

Month	Total Flow (MG)	Rainfall (in)	Sutton Flow (MG)	Millbury Flow (MG)	Sutton % of Total Flow
January	37,377	3.12	4,901	32,476	13.11%
February	29,310	3.90	4,028	25,282	13.74%
March	43,242	5.25	5,629	37,613	13.02%
<b>3rd Qtr. Totals =</b>	<b>109,929</b>		<b>14,558</b>	<b>95,371</b>	<b>13.24%</b>
April	50,773	4.61	5,799	44,974	11.42%
May	41,855	2.02	5,343	36,512	12.77%
June	31,726	1.85	4,309	27,417	13.58%
<b>4th Qtr. Totals =</b>	<b>124,354</b>		<b>15,451</b>	<b>108,903</b>	<b>12.43%</b>
July	29,608	3.59	4,084	25,524	13.79%
August	27,993	3.05	3,943	24,050	14.09%
<b>1st Qtr. Totals =</b>	<b>84,261</b>	<b>0.89</b>	<b>3,686</b>	<b>22,974</b>	<b>13.83%</b>
October	28,664	4.78	3,845	24,819	13.41%
November	29,569	4.63	4,002	25,567	13.53%
December	42,083	5.29	5,634	36,449	13.39%
<b>2nd Qtr. Totals =</b>	<b>100,316</b>		<b>13,481</b>	<b>86,835</b>	<b>13.44%</b>
<b>Year Totals =</b>	<b>418,860</b>	<b>42.98</b>	<b>55,203</b>	<b>363,657</b>	<b>13.18%</b>

**Note:** Flow data generated from actual calibrated meter readings at the Millbury and Sutton Sewer Facilities.  
Total Flow data is measured at the Millbury Sewer Plant's Parshall Flume meter.  
Sutton Flow data is generated from actual calibrated meter readings from the Sutton Pump Station taken at the Millbury Sewer Plant.  
Millbury Flow data calculated by subtracting Sutton Flow data from Total Flow data.

Millbury Sewer Pump Station  
131 Providence Street  
Millbury, MA 01527

Annual/Monthly Sewer Flow Data Report  
December 2014

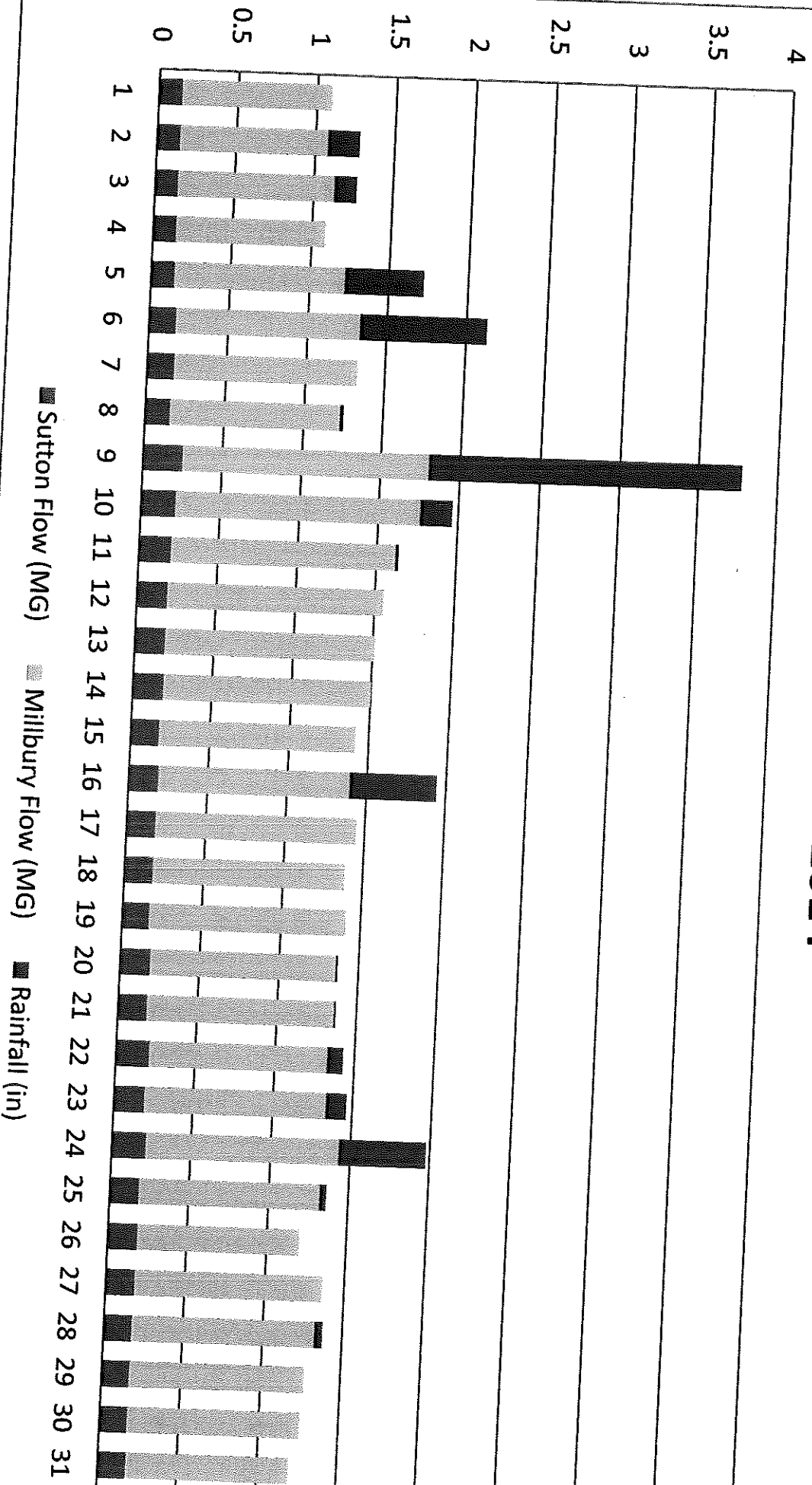
Day	Total Flow (MG)	Sutton Flow (MG)	Millbury Flow (MG)	Temp. (°F)	Precipitation (inches)
1	1.094	0.147	0.947	50	0
2	1.078	0.144	0.934	34	0.2
3	1.131	0.143	0.988	37	0.14
4	1.086	0.145	0.941	31	0
5	1.223	0.147	1.076	23	0.5
6	1.331	0.17	1.161	38	0.8
7	1.327	0.172	1.155	35	0
8	1.229	0.157	1.072	20	0.02
9	1.805	0.251	1.554	32	1.97
10	1.764	0.219	1.545	39	0.2
11	1.619	0.204	1.415	35	0.02
12	1.556	0.194	1.362	32	0
13	1.516	0.192	1.324	32	0
14	1.503	0.195	1.308	34	0
15	1.417	0.18	1.237	28	0
16	1.394	0.189	1.205	32	0.55
17	1.45	0.185	1.265	40	0
18	1.388	0.181	1.207	37	0
19	1.409	0.17	1.239	36	0
20	1.358	0.19	1.168	30	0.01
21	1.359	0.183	1.176	32	0.01
22	1.331	0.21	1.121	35	0.1
23	1.335	0.193	1.142	39	0.13
24	1.43	0.217	1.213	40	0.55
25	1.322	0.184	1.138	58	0.04
26	1.205	0.187	1.018	34	0
27	1.364	0.183	1.181	32	0
28	1.327	0.177	1.150	46	0.05
29	1.274	0.174	1.100	30	0
30	1.258	0.174	1.084	25	0
31	1.2	0.177	1.023	17	0

Day	Total Flow (MG)	Sutton Flow (MG)	Millbury Flow (MG)	Temp. (°F)	Precipitation (inches)
Total =	42.083	5.634	36.449	1063	5.29

Average	1.358	0.182	1.176	34.290	0.171
Daily =	1.805	0.251	1.554	58	1.97
High =	1.078	0.143	0.934	17	0
Low =					

Note: All data readings taken by staff at 7:00 AM daily

# December 2014





**Town of Millbury**  
**DEPARTMENT OF PUBLIC WORKS**

MUNICIPAL OFFICE BUILDING  
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**ROBERT D. McNEIL III, P.E., Director**

rmcneil@townofmillbury.net

REVISOR: January 6, 2015  
REVISED BY: R. McNeil

Sewer Division  
Historical Analysis  
Annual Flow Data

Calendar Year	Jan/Feb/Mar (MG)	Apr/May/Jun (MG)	Jul/Aug/Sep (MG)	Oct/Nov/Dec (MG)	Annual Rainfall (in.)	Total Flow (MG)	Calculated Sutton % of Total Flow **
2005	136.613	125.930	85.949	156.882	64.25	505.374	8.56%
2006	132.545	125.685	92.669	108.750	52.88	459.649	9.29%
2007	111.628	140.704	82.716	84.997	47.07	420.045	9.29%
2008	153.656	110.193	98.651	127.511	64.83	490.011	9.01%
2009	124.604	108.645	118.421	113.992	53.37	465.662	9.13%
2010	150.247	118.847	118.421	105.929	62.21	493.444	8.78%
2011	130.173	126.734	123.338	146.661	69.90	526.906	8.73%
2012	113.849	104.572	89.129	99.151	44.17	406.701	9.26%
2013	121.521	125.417	93.724	89.603	49.29	430.265	12.65%
2014	109.929	124.354	84.261	100.316	42.98	418.860	13.18%
AVG	128	121	99	113	55	462	9.79%

Note: Flow data generated from actual calibrated meter readings at the Millbury and Sutton Sewer Facilities.  
Total Flow data is measured at the Millbury Sewer Plant's Parshall Flume meter.

Sutton Flow data is generated from actual calibrated meter readings from the Sutton Pump Station taken at the Millbury Sewer Plant.  
Millbury Flow data calculated by subtracting Sutton Flow data from Total Flow data.

\*\*Note: During an inspection of the Sutton Pump Station in fall of 2012 Millbury DPW discovered the mag meter calibration tag was vintage 2008 and asked Sutton to immediately provide updated calibration reports. This mag meter and the associated chart recorder were found to be uncorrelated and were corrected when calibrated on 2/1/2013. This resulted in an estimated 40% increase in metered flow from Sutton.

**TOWN OF MILLBURY  
PERSONNEL SERVICES**

Fiscal Year: 2016

Department: 440

Account	FY14 Actual	FY15 Budget Approp	FY16 Request	FY16 Manager	FY16 Finance	Notes & Comments
5100 Personnel Services						
Elected	\$ 3,738	\$ 3,738	\$ 3,738	\$ -	\$ -	
Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	
Other Salaries and Wages	\$ 177,248	\$ 196,776	\$ 198,744	\$ -	\$ -	
Part-time/Seasonal Employees	\$ 4,400	\$ 6,600	\$ 6,600	\$ -	\$ -	
Overtime	\$ 24,306	\$ 36,950	\$ 36,950	\$ -	\$ -	
Fringe Benefits	\$ 1,952	\$ 8,864	\$ 8,864	\$ -	\$ -	
Total Salaries and Wages	\$ 211,644	\$ 252,928	\$ 254,896	\$ -	\$ -	
5200 Purchase of Services	\$ 262,289	\$ 266,689	\$ 282,189	\$ -	\$ -	
5400 Supplies	\$ 37,976	\$ 38,000	\$ 38,000	\$ -	\$ -	
5600 Intergovernmental Charges	\$ 783,062	\$ 827,412	\$ 873,061	\$ -	\$ -	
5700 Other Charges and Expenses	\$ 1,977	\$ 2,750	\$ 4,000	\$ -	\$ -	
5800 Capital Outlay	\$ 106,481	\$ 25,000	\$ 70,000	\$ -	\$ -	
5900 Capital Expense	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -	
<b>TOTALS</b>	<b>\$ 1,453,429</b>	<b>\$ 1,462,779</b>	<b>\$ 1,572,146</b>	<b>\$ -</b>	<b>\$ -</b>	

Date: \_\_\_\_\_

APPROVAL: \_\_\_\_\_

Department Head



**TOWN OF MILLBURY  
PERSONNEL SERVICES**

Category	Description/Expense	FY15 Budget Approp	FY16 Request	FY16 Manager	FY16 Finance	Notes & Comments
<b>Full Time Employees</b>						
	James Piscatelli	59,154.00	59,745.54			assume 1%
	Frank Stachura	50,071.00	50,571.71			assume 1%
	Eric LeClaire	49,403.00	49,897.03			assume 1%
	Cyndi Allard	38,148.00	38,529.48			assume 1%
Subtotal		196,776.00	198,743.76	-	-	
<b>Part Time Employees (include Seasonal Employees)</b>						
	1 part time employee for 12 weeks at \$ 9.25 per hour					
Subtotal		6,600.00	6,600.00	-	-	
<b>Overtime</b>						
	ON CALL	10,950.00	10,950.00			contract
	Weekend Monitoring /Emergencies	26,000.00	26,000.00			
Subtotal		36,950.00	36,950.00	-	-	

Elected and Administrative Employees

**TOWN OF MILLBURY  
PERSONNEL SERVICES**

Category	Description/Expense	FY15 Budget Approp	FY16 Request	FY16 Manager	FY16 Finance	Notes & Comments
<b>Purchase of Service/Contractual Service</b>	Electricity	100,000.00	100,000.00		-	
	Heating	9,000.00	9,000.00		-	
	Telephone / Alarms	12,000.00	12,000.00		-	
	Water from Aquarion	4,500.00	5,000.00		-	
	Outside Maintenance	16,000.00	16,000.00		-	
	Pumps, Motors & Valves	15,000.00	15,000.00		-	
	Rental Equipment	5,000.00	5,000.00		-	
	Professional & Consulting	20,000.00	35,000.00		-	
	Existing Loans (Admin Fees)	34,059.00	34,059.00		-	Sewer GEM Model
	New Loan	-	-		-	
	Advertising	100.00	100.00		-	
	Aquarion Records I & I	1,030.00	1,030.00		-	
	Sewer Billing (COMPUTTL)	20,000.00	20,000.00		-	not currently pursuing
	Sewer Rules & Regulations Update and Rate Study CCTV - various locations	10,000.00	10,000.00		-	Rate Study placeholder increased CCTV coverage
	<b>Subtotal</b>		<b>266,689.00</b>	<b>282,189.00</b>	<b>-</b>	<b>-</b>

**TOWN OF MILLBURY  
PERSONNEL SERVICES**

Category	Description/Expense	FY15 Budget Approp	FY16 Request	FY16 Manager	FY16 Finance	Notes & Comments
<b>Upper Blackstone</b>						
	Wastewater Treatment Charges from the Upper Blackstone Water Pollution Abatement Facility	827,412.00	873,061.00		-	
<b>Subtotal</b>		827,412.00	873,061.00	-	-	

UBWPAD Budget  
increase of (5.6%)  
= Millbury  
Apportionment  
increase of (6.8%)

This UB budget  
assumes only 40%  
(\$1M) free cash  
applied to offset  
rate and to start  
funding OPEB  
liability in the  
amount of \$147k

**TOWN OF MILLBURY  
PERSONNEL SERVICES**

Category	Description/Expense	FY15 Budget Approp	FY16 Request	FY16 Manager	FY16 Finance	Notes & Comments
<b>Capital Outlay</b>	Truck - 3rd year of 3 year lease	-			-	
	Replace 20 manhole frames & covers (annual program)	20,000.00	20,000.00			
	Engineering for CMOM - 1st phase (required by DEP by 2017)	5,000.00	20,000.00			
	Sewer facility fence repairs Alarm System Conversion to wireless panels	5,000.00	5,000.00			
	146 Bridge Area Sewer Recon. Field Inspectional Services	25,000.00	70,000.00	-	-	
<b>Subtotal</b>		25,000.00	70,000.00	-	-	



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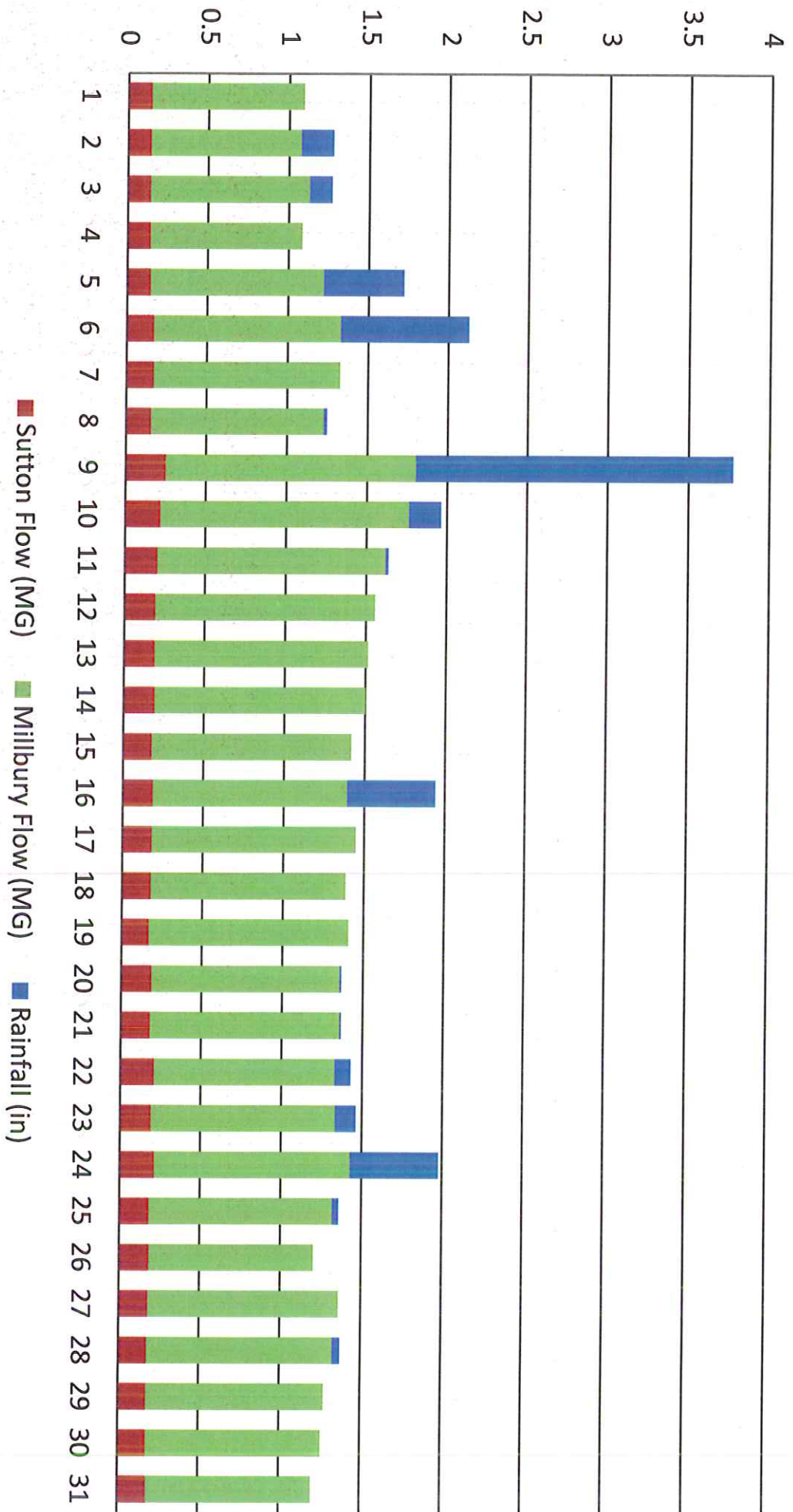
Sewer Division  
Annual/Monthly Flow Report  
2014

REVISED: January 6, 2015  
REVISED BY: R. McNeil

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January	37.377	4.901	32.476	13.11%
February	29.310	4.028	25.282	13.74%
March	43.242	5.629	37.613	13.02%
<b>3rd Qtr. Totals =</b>	<b>109.929</b>	<b>14.558</b>	<b>95.371</b>	<b>13.24%</b>
April	50.773	5.799	44.974	11.42%
May	41.855	5.343	36.512	12.77%
June	31.726	4.309	27.417	13.58%
<b>4th Qtr. Totals =</b>	<b>124.354</b>	<b>15.451</b>	<b>108.903</b>	<b>12.43%</b>
July	29.608	4.084	25.524	13.79%
August	27.993	3.943	24.050	14.09%
September	26.660	3.686	22.974	13.83%
<b>1st Qtr. Totals =</b>	<b>84.261</b>	<b>11.713</b>	<b>72.548</b>	<b>13.90%</b>
October	28.664	3.845	24.819	13.41%
November	29.569	4.002	25.567	13.53%
December	42.083	5.634	36.449	13.39%
<b>2nd Qtr. Totals =</b>	<b>100.316</b>	<b>13.481</b>	<b>86.835</b>	<b>13.44%</b>
<b>Year Totals =</b>	<b>418.860</b>	<b>55.203</b>	<b>363.657</b>	<b>13.18%</b>

Note: Flow data generated from actual calibrated meter readings at the Millbury and Sutton Sewer Facilities. Total Flow data is measured at the Millbury Sewer Plant's Parshall Flume meter. Sutton Flow data is generated from actual calibrated meter readings from the Sutton Pump Station taken at the Millbury Sewer Plant. Millbury Flow data calculated by subtracting Sutton Flow data from Total Flow data.

# December 2014



Millbury Sewer Pump Station  
 131 Providence Street  
 Millbury, MA 01527  
 Annual/Monthly Sewer Flow Data Report  
 December 2014

Day	Total Flow (MG)	Sutton Flow (MG)	Millbury Flow (MG)	Temp. (°F)	Precipitation (inches)
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1	1.094	0.147	0.947	50	0
2	1.078	0.144	0.934	34	0.2
3	1.131	0.143	0.988	37	0.14
4	1.086	0.145	0.941	31	0
5	1.223	0.147	1.076	23	0.5
6	1.331	0.17	1.161	38	0.8
7	1.327	0.172	1.155	35	0
8	1.229	0.157	1.072	20	0.02
9	1.805	0.251	1.554	32	1.97
10	1.764	0.219	1.545	39	0.2
11	1.619	0.204	1.415	35	0.02
12	1.556	0.194	1.362	32	0
13	1.516	0.192	1.324	32	0
14	1.503	0.195	1.308	34	0
15	1.417	0.18	1.237	28	0
16	1.394	0.189	1.205	32	0.55
17	1.45	0.185	1.265	40	0
18	1.388	0.181	1.207	37	0
19	1.409	0.17	1.239	36	0
20	1.358	0.19	1.168	30	0.01
21	1.359	0.183	1.176	32	0.01
22	1.331	0.21	1.121	35	0.1
23	1.335	0.193	1.142	39	0.13
24	1.43	0.217	1.213	40	0.55
25	1.322	0.184	1.138	58	0.04
26	1.205	0.187	1.018	34	0
27	1.364	0.183	1.181	32	0
28	1.327	0.177	1.150	46	0.05
29	1.274	0.174	1.100	30	0
30	1.258	0.174	1.084	25	0
31	1.2	0.177	1.023	17	0
<b>Total =</b>	<b>42.083</b>	<b>5.634</b>	<b>36.449</b>	<b>1063</b>	<b>5.29</b>
<b>Average</b>	<b>1.358</b>	<b>0.182</b>	<b>1.176</b>	<b>34.290</b>	<b>0.171</b>
<b>High =</b>	<b>1.805</b>	<b>0.251</b>	<b>1.554</b>	<b>58</b>	<b>1.97</b>
<b>Low =</b>	<b>1.078</b>	<b>0.143</b>	<b>0.934</b>	<b>17</b>	<b>0</b>

Note: All data readings taken by staff at 7:00 AM daily



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**ROBERT D. McNEIL III, P.E., Director**  
[rmcneil@townofmillbury.net](mailto:rmcneil@townofmillbury.net)

Sewer Division  
 Historical Analysis  
 Annual Flow Data

REVISED: January 6, 2015  
 REVISED BY: R. McNeil

**Low Flow**

Calendar Year	Jan/Feb/Mar (MG)	Apr/May/Jun (MG)	Jul/Aug/Sep (MG)	Oct/Nov/Dec (MG)	Annual Rainfall (in.)	Total Flow (MG)	Calculated Sutton % of Total Flow **
2005	136,613	125,930	85,949	156,882	64.25	505,374	8.56%
2006	132,545	125,685	92,669	108,750	52.88	459,649	9.29%
2007	111,628	140,704	82,716	84,997	47.07	420,045	9.29%
2008	153,656	110,193	98,651	127,511	64.83	490,011	9.01%
2009	124,604	108,645	118,421	113,992	53.37	465,662	9.13%
2010	150,247	118,847	118,421	105,929	62.21	493,444	8.78%
2011	130,173	126,734	123,338	146,661	69.90	526,906	8.73%
2012	113,849	104,572	89,129	99,151	44.17	406,701	9.26%
2013	121,521	125,417	93,724	89,603	49.29	430,265	12.65%
2014	109,929	124,354	84,261	100,316	42.98	418,860	13.18%
<b>AVG</b>	<b>128</b>	<b>121</b>	<b>99</b>	<b>113</b>	<b>55</b>	<b>462</b>	<b>9.79%</b>

Note: Flow data generated from actual calibrated meter readings at the Millbury and Sutton Sewer Facilities.  
 Total Flow data is measured at the Millbury Sewer Plant's Parshall Flume meter.  
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\*\*Note: During an inspection of the Sutton Pump Station in fall of 2012 Millbury DPW discovered the mag meter calibration tag was vintage 200 and asked Sutton to immediately provide updated calibration reports. This mag meter and the associated chart recorder were found to be uncorrelated and were corrected when calibrated on 2/1/2013. This resulted in an estimated 40% increase in metered flow from Sutton