

Town of Millbury
Minutes of
Sewer Commission Meeting
May 10, 2016

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TOWN CLERK

JUN 15 AM 11: 20

MILLBURY, MASS

ITEM ONE – CALL TO ORDER

Chairman Nelson called the meeting to order at 5:00 p.m. Those in attendance are noted below:

Board Members

Gary Nelson
Lisa Allain
Happy Erickson

Staff/Other

Rob McNeil
Andrea Paquette
Joe Mara

ITEM TWO – APPROVAL OF MINUTES

Lisa Allain motioned to approve the minutes of the April 12, 2016 meeting as submitted; Happy Erickson seconded; a unanimous vote of approval was obtained.

ITEM THREE – FINANCE

Warrant – Lisa Allain motioned to approve the following warrant; Happy Erickson seconded; a unanimous vote of approval was obtained:

Expense Vouchers Totaling \$8,797.61

ITEM FOUR – ATTENDEES

- Joe Mara of 41 Carousel Dr. was present this evening to discuss his request for an abatement to his sewer bill. He explained he used more water than usual in order to stabilize his lawn but does not have an irrigation meter, and his history of usage indicates his usual usage. He asked for the Commission's consideration to his request. Members reviewed the matter. Lisa Allain made a motion to approve the abatement in the amount of \$388.00; Happy Erickson seconded; a unanimous vote of approval was obtained.

ITEM FIVE – OPERATIONS

• **Abatement Requests**

Rob McNeil explained he reviewed the requests for abatement which are before the Commission this evening and recommended the Sewer Commission approve to abate amounts as indicated. The Commission unanimously voted to approve abatements accordingly. Total amount abated - \$1,042.00

- The Commission approved & signed the Sutton Quarterly Invoice in the amount of \$58,494.53. The invoice will be sent to the Town of Sutton accordingly.
- Re: the Infiltration and Inflow (I/I) Plan for Town of Millbury, Rob McNeil reported that he plans on putting a plan together before the 2017 deadline.
- Rob reported that final paving is being done at the Elmwood Street Pump Station. Prior to completion there was a glitch with the alarm, but now it is all set. He said the change orders before us now show a \$3,124.00 increase for additional paving and a \$29,000.00 credit due to the anticipated National Grid cost. Total Contract Price is \$581,135.57
- Re: Rt. 146 Bridge Project, Rob reported that he & Gary Nelson attended a public information meeting for Faron Circle residents, which was well attended, and explained that the residents overwhelmingly agreed they want sewer extended to them. Rob said he doesn't have a bottom-line cost but will get that figure for the Commission for a future meeting.
- Informational Item: Commission members were provided with a copy of the April Sewer Flow Data Report

ITEM SIX – SEWER CONNECTIONS

Rob McNeil recommended the Sewer Commission approve sewer connection permits, per his review, for the following:

• **2 Autumn Gate Circle**

Happy Erickson motioned to approve permit for Gallo Construction for new sewer connection at 2 Autumn Gate Circle; seconded by Lisa Allain; a unanimous vote of approval was obtained.

• **21 Autumn Gate Circle**

Lisa Allain motioned to approve permit for Gallo Construction for new sewer connection at 21 Autumn Gate Circle; seconded by Happy Erickson; a unanimous vote of approval was obtained.

- 22 Wildwood Road

Happy Erickson motioned to approve permit for Mid-State Sewerage for new sewer connection at 22 Wildwood Rd.; seconded by Lisa Allain; a unanimous vote of approval was obtained.

- 23 Shirley Ave.

Lisa Allain motioned to approve permit for R.E. Barrows Construction for new sewer connection at 23 Shirley Ave.; seconded by Lisa Allain; a unanimous vote of approval was obtained.

ITEM SEVEN – FUTURE MEETING DATES

6/14/16, 6/28/16, 7/12/16, 7/26/16

Lisa Allain notified the Commission that she will be unable to attend the July 26, 2016 meeting.

ITEM EIGHT– ADJOURNMENT

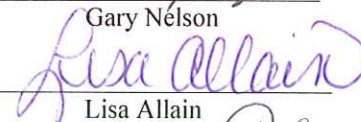
At 5:40 p.m. Happy Erickson motioned to adjourn the meeting, Lisa Allain seconded. Meeting adjourned.

Respectfully submitted,



Andrea Paquette
Head Clerk



Gary Nelson

Lisa Allain

Happy Erickson

TOWN OF MILLBURY
MEETING NOTICE/ AGENDA TOPICS



Sewer Commission

Date of Meeting: May 10, 2016
Time of Meeting: 5:00 PM
Meeting Location: Small Conference Room
Regular Meeting
AGENDA

1. Minutes:
April 12, 2016 Meeting
2. Invoices:
Warrant Summary (TBD)
3. Operations :
Sutton Quarterly Sewer Invoice \$58,491.53
Infiltration and Inflow (I/I) Plan for Town of Millbury
Elmwood Street Pump Station - Update
Rt. 146 Bridge Project - Update
4. Abatement Requests:
Paul Buccini 5 Birchwood Dr.
Joe & Lisa Gurnick 1 Todd Lane
Joe Mara 41 Carousel Dr.
Anna Stachura 12 Shore Terrace
5. Betterments:
6. Sewer Extensions/Connections:
Applications: 2 Autumn Gate Circle - Gallo Construction
 21 Autumn Gate Circle - Gallo Construction
 22 Wildwood Road - Mid-State Sewerage
 23 Shirley Ave. – R.E. Barrows Construction

New Connections: 11 Diana Hill Dr. - effective 4/19/2016
 8 Irene Court - effective 4/21/16
7. Upcoming Meeting Dates:
6/14/16, 6/28/16, 7/12/16, 7/26/16
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.

Invoice	Inv. Date	PO No.	Vendor	Total	User	Group	Inv. Due Date
200146763MAY16	5/10/2016	115495	AQUARION WATER CO OF MASS INC	\$117.71	apaquette	SEWER 5.20.16	5/20/2016
7791	5/10/2016	115500	HERITAGE RECREATION CENTER	\$231.00	apaquette	SEWER 5.20.16	5/20/2016
7849	5/10/2016	115496	HERITAGE RECREATION CENTER	\$280.50	apaquette	SEWER 5.20.16	5/20/2016
7875	5/10/2016	115511	HERITAGE RECREATION CENTER	\$280.50	apaquette	SEWER 5.20.16	5/20/2016
7924	5/10/2016	115509	HERITAGE RECREATION CENTER	\$33.00	apaquette	SEWER 5.20.16	5/20/2016
569001	5/10/2016	115514	JH LYNCH AND SONS INC	\$3,500.00	apaquette	SEWER 5.20.16	5/20/2016
4098948008APR16	5/11/2016	115536	NATIONAL GRID	\$213.74	apaquette	SEWER 5.20.16	5/20/2016
0379814007APR16	5/10/2016	115517	NATIONAL GRID	\$300.13	apaquette	SEWER 5.20.16	5/20/2016
1612177000APR16	5/10/2016	115519	NATIONAL GRID	\$129.92	apaquette	SEWER 5.20.16	5/20/2016
4049517002APR16	5/10/2016	115515	NATIONAL GRID	\$533.64	apaquette	SEWER 5.20.16	5/20/2016
4098940002APR16	5/10/2016	115521	NATIONAL GRID	\$360.84	apaquette	SEWER 5.20.16	5/20/2016
4099408003APR16	5/10/2016	115525	NATIONAL GRID	\$305.80	apaquette	SEWER 5.20.16	5/20/2016
7836290000APR16	5/10/2016	115518	NATIONAL GRID	\$170.25	apaquette	SEWER 5.20.16	5/20/2016
9083243000APR16	5/10/2016	115524	NATIONAL GRID	\$339.05	apaquette	SEWER 5.20.16	5/20/2016
184465340	5/10/2016	115529	UNIFIRST CORP	\$25.38	apaquette	SEWER 5.20.16	5/20/2016
184468078	5/10/2016	115528	UNIFIRST CORP	\$25.38	apaquette	SEWER 5.20.16	5/20/2016
184473476	5/10/2016	115527	UNIFIRST CORP	\$25.38	apaquette	SEWER 5.20.16	5/20/2016
18470756	5/10/2016	115526	UNIFIRST CORP	\$25.38	apaquette	SEWER 5.20.16	5/20/2016
3556894827	5/10/2016	115530	XYLEM WATER SOLUTIONS U.S.A., INC.	\$1,900.01	apaquette	SEWER 5.20.16	5/20/2016
				\$8,797.61			

APPLICANT	ADDRESS	ACCT.	BILLED AMT.	ABATEMENT AMT. REQUESTED	AMOUNT BILL ABATED TO
Paul Buccini	5 Birchwood Dr.	6181018	165.68	130.80	34.88
Joe & Lisa Gurnick	1 Todd Lane	6742108	473.59	200.56	273.03
Joe Mara	41 Carousel Dr.	6767108	571.12	388.00	183.12
Anna Stachura	12 Shore Terrace	6202982	87.20	52.32	34.88
	97-99 Main St	6749076	305.20	270.32	34.88
5/10/16 SEWER COMM. MEETING			1602.79	1042.00	560.79



Gateway to the Blackstone Valley
Millbury • Massachusetts

DEPARTMENT OF PUBLIC WORKS

MUNICIPAL OFFICE BUILDING
127 Elm Street • MILLBURY, MA 01527-0632
Tel. 508-865-9143 • Fax: 508-865-0843

COPY

ROBERT D. McNEIL III, P.E., *Director* E-mail: rmcneil@townofmillbury.net

April 26, 2016

Sutton Sewer Commissioners
Sutton Municipal Center
4 Uxbridge Road
Sutton, MA 01590

RE: Sutton Sewer Billing

Dear Commissioners:

Enclosed please find the Sewer invoice for the Town of Sutton's share of the Millbury budget for the period of January 1, 2016 to March 31, 2016. This invoice includes Sutton's portion of charges eligible for reimbursement under our inter-municipal agreement.

Kindly call me at (508) 865-9143 if you have any questions regarding this information.

Robert D. McNeil III, P.E.
Director of Public Works

SEWER INVOICE FOR THE TOWN OF SUTTON

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

PERIOD January 1, 2016 through March 31, 2016

FLOWS for the PERIOD:

Sutton Flow to Millbury	18,180,000
Millbury flow	102,687,000
Sutton + Millbury flow to UBWPA	120,867,000
Sutton % of Flow	<u>15.04%</u>

BUDGET INFORMATION

	ELECTED ADMIN CLERICAL SEWER WORKERS, OT <u>LONGEVITY</u>	SPENT	<u>SUTTON ELIGIBLE</u>
Salaries	\$ 254,898.00	\$ 49,137.55	\$ 48,140.55
Supplies & Materials	\$ 38,000.00	\$ 11,425.24	\$ 4,525.98
Purchased Services	\$ 292,189.00	\$ 36,712.82	\$ 26,170.26
Indirect Costs	\$ 320,679.00	\$ 80,169.75	\$ 80,169.75
UBWPAD Assessment	\$ 883,287.00	\$ 220,821.75	\$ 220,821.75
TOTALS	<u>\$ 1,789,053.00</u>	<u>\$ 398,267.11</u>	<u>\$ 379,828.29</u>
<u>Sutton Share of Millbury Budget:</u>	\$ 379,828.29	15.04%	\$ 57,131.21
Dudley Lane (3 Houses)	FY16 Charge		\$ 1,360.32

TOTAL SUTTON BILL FOR PERIOD

\$ 58,491.53

Payable:

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

Signed:

MILLBURY SEWER COMMISSIONERS

[Handwritten Signature]

[Handwritten Signature]



Commonwealth of Massachusetts
Executive Office of Energy & Environmental Affairs

Department of Environmental Protection

Central Regional Office • 8 New Bond Street, Worcester MA 01606 • 508-792-7650

Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor

Matthew A. Beaton
Secretary

Martin Suuberg
Commissioner

NOTICE TO ALL SEWER SYSTEM AUTHORITIES

Dear Sewer System Authority:

In early 2014 MassDEP revised the operation regulations at 314 CMR 12.00, *Operation, Maintenance and Pretreatment Standards for Wastewater Treatment Works and Indirect Dischargers* to require all sewer system authorities to develop and implement a plan to control infiltration and inflow (I/I) to the sewer system. A fact sheet that is available on the MassDEP website is attached for your reference.

All sewer system authorities must submit their respective I/I plan and analysis to MassDEP by **December 2017**. In the event that local funding or appropriation will be required in order to perform this I/I analysis, we recommend that sewer system authorities plan sufficiently in advance so as not to miss the regulatory deadline. If your community has already completed the I/I analysis, you may submit the report prior to the December 2017 deadline.

For more specific information related to the requirements of the I/I analysis please refer to the regulations at 314 CMR 12.04(2) or at this link:

<http://www.mass.gov/eea/docs/dep/service/regulations/314cmr12.pdf>

Additionally, if you would like assistance planning for this important work, or have any questions in general, please contact David Boyer, Water Pollution Control Section Chief for the Central Regional Office at 508-767-2823 or David.Boyer@state.ma.us. You are also welcome to attend our monthly municipal office hours in Worcester on the first Thursday of every month from 8:30 am to 10:30 am.



Upcoming Changes to Infiltration/Inflow Requirements



Extraneous water from infiltration/inflow (I/I) sources reduces the capacity and life of sewer systems and treatment facilities, which transport and treat domestic and industrial wastewaters. Infiltration enters a sewer system through defective sewer pipe joints, breaks, manhole defects, and when sewer lines are poorly designed and constructed. Inflow normally

occurs when rainfall enters the sewer system through direct connections such as roof leaders, yard drains, catch basins, sump pumps, defective manhole covers and frame seals, or indirect connections with storm sewers.

The mitigation of I/I by sewer system rehabilitation and inflow source removal, combined with an ongoing operation and maintenance program is essential to protect the significant capital investment in sewers and wastewater treatment facilities made by cities, towns and the Commonwealth as well as for the protection of the environment.

Changes to the Operation and Maintenance Regulations, 314 CMR 12.04(2) in 2014 required Municipalities to:

- Develop and implement an ongoing I/I program to:
 - Identify and eliminate “excessive” Inflow/Infiltration sources
 - Focus on inflow sources
 - Phased evaluation of sewer system consistent with MassDEP Guidance
 - I/I mitigation for new connections for some systems

By December 2017, municipalities must submit an I/I analysis to MassDEP in accordance with 314 CMR 12.04(2). That analysis at a minimum must:

- To address excessive I/I based on MassDEP’s *Guidelines for Performing I/I Analyses and Sewer Systems Evaluation Survey*
- Assess the risk for sanitary sewer overflows for the 5-year 24-hour storm

In situations where municipalities have completed the assessment and the Sewer System Evaluation Survey prior to the 2014 changes and are in the process of implementing the recommended actions identified in the Sewer System Evaluation Survey, those plans, along with an update as to what recommendations have been completed, and what remains to be completed, including a schedule for completion, may be submitted on or before December 31, 2017.



Town of Millbury DEPARTMENT OF PUBLIC WORKS

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

Sewer Division

Annual/Monthly Flow Report
2016

REVISED: May 9, 2016
REVISED BY: R. McNeil

Month	Total Flow (MG)	Rainfall (in)	Sutton Flow (MG)	Millbury Flow (MG)	Sutton % of Total Flow
January	38.295	2.68	5.989	32.306	15.64%
February	39.013	4.16	5.909	33.104	15.15%
March	43.559	3.24	6.282	37.277	14.42%
3rd Qtr. Totals =	120.867		18.180	102.687	15.04%
April	42.757	3.17	6.155	36.602	14.40%
May					#DIV/0!
June					#DIV/0!
4th Qtr. Totals =	42.757		6.155	36.602	14.40%
July					#DIV/0!
August					#DIV/0!
September					#DIV/0!
1st Qtr. Totals =	0.000		0.000	0.000	#DIV/0!
October					#DIV/0!
November					#DIV/0!
December					#DIV/0!
2nd Qtr. Totals =	0.000		0.000	0.000	#DIV/0!
Year Totals =	163.624		24.335	139.289	14.87%
Annual Rainfall (in) =		13.25			

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
 April 2016

Day	Total Flow (MG)	Sutton Flow (MG)	Millbury Flow (MG)	Temp. (°F)	Precipitation (inches)
1	1.357	0.19	1.167	62	0.2
2	1.448	0.2	1.248	50	0.45
3	1.519	0.218	1.301	31	0
4	1.459	0.203	1.256	27	0.45
5	1.375	0.198	1.177	23	0
6	1.446	0.202	1.244	22	0
7	1.915	0.282	1.633	50	1.25
8	1.955	0.237	1.718	46	0
9	1.8	0.235	1.565	34	0
10	1.711	0.236	1.475	35	0
11	1.582	0.224	1.358	43	0
12	1.558	0.227	1.331	57	0.18
13	1.54	0.215	1.325	37	0
14	1.5	0.211	1.289	47	0
15	1.394	0.2	1.194	41	0
16	1.382	0.199	1.183	47	0
17	1.415	0.206	1.209	34	0
18	1.332	0.198	1.134	44	0
19	1.364	0.196	1.168	49	0
20	1.29	0.19	1.100	47	0
21	1.26	0.189	1.071	45	0
22	1.253	0.19	1.063	59	0.31
23	1.274	0.188	1.086	60	0
24	1.303	0.198	1.105	53	0
25	1.268	0.191	1.077	47	0
26	1.257	0.194	1.063	46	0.33
27	1.208	0.191	1.017	41	0
28	1.203	0.184	1.019	47	0
29	1.175	0.182	0.993	46	0
30	1.214	0.181	1.033	49	0

Day	Total Flow (MG)	Sutton Flow (MG)	Millbury Flow (MG)	Temp. (°F)	Precipitation (inches)
Total =	42.757	6.155	36.602	1319	3.17
Average Daily =	1.425	0.205	1.220	44	0.106
High =	1.955	0.282	1.718	62	1.25
Low =	1.175	0.181	0.993	22	0

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