

**WATER & SEWER COMMISSION
MEETING MINUTES
SEPTEMBER 21, 2011
7:00 PM**

Present: John Meader
David Pepe
Bryant Firmin

Also

Present: Kara Buzanoski, DPW Director

NEW BUSINESS

1. Consideration of minutes from the August 3 and 11, 2011 meetings.

Commissioner Pepe moved to approve the minutes from the August 3, 2011 meeting as amended. Commissioner Firmin seconded. All members voted in favor.

Commissioner Pepe moved to approve the minutes from August 11, 2011. Commissioner Firmin seconded. All members voted in favor.

2. Review and execute Fay, Spofford & Thorndike (FST) contract for Northborough Reservoir Dam and Safety Inspection.

The Commission reviewed the \$17,500 contract with FST to perform the Phase I Dam Safety Inspection of the Northborough Reservoir Dam. The report is due December 11th.

Commissioner Firmin asked if the Town should look into sending a written request for the dam to be re-evaluated, as he does not believe it should be rated as high hazard. If they determine that the dam is not a high hazard, then we should not be required to do this study.

Commissioner Meader asked if an emergency plan was required. Mrs. Buzanoski replied that there is a plan on file with the original study and they did not require a new one.

Mrs. Buzanoski suggested that due to the December 11th deadline, the Commission sign the contract and they can look into the rating.

Commissioner Firmin moved to execute the contract with FST to perform the Phase I Dam Safety Inspection of the Northborough Reservoir Dam for a total

of \$17,500. Commissioner Pepe seconded the motion. All members voted in favor.

3. Review request for abatement of Brigham Woods sewer betterments.

Mrs. Buzanoski reviewed a request form the developer for a full abatement of the sewer betterments due on the Brigham Woods development. The Commission was firmly against a waiver of the sewer betterments due. Commissioner Pepe moved to deny the request for a full waiver of the sewer betterments for the Brigham Woods development. Commissioner Firmin seconded the motion. All members voted in favor. The developer will be informed that these betterments are now due.

4. Review of drainlayers' license requests.

There were no drainlayers' license requests.

5. Review Correspondence.

Correspondence was reviewed.

OLD BUSINESS

1. Review of Marlborough Westerly Plant construction.

No new information was available.

2. Review Brigham Street Well project.

Mrs. Buzanoski had a document for the Commission to sign from Tata & Howard authorizing the Town Administrator, John Coderre, to sign on future SRF filings.

Commissioner Pepe moved to execute the authorization. Commissioner Firmin seconded the motion. All members voted in favor.

3. Director's Report.

- The Commission executed the water & sewer betterment recording documents. The vote was as follows:
Commissioner Firmin moved to approve the water & sewer betterment recording documents. Commissioner Pepe seconded the motion. All members voted in favor.

- Due to recent changes involving Mrs. Buzanoski's departure from the Town, she reviewed with the Commission ongoing and future projects.

Next Meeting:

The next regular meeting is tentatively scheduled for November 2, 2011.

Adjourn:

The meeting was adjourned at 8:30 pm.

Respectfully submitted,

Lynda LePoer
DPW Administrative Assistant

Documents used during meeting:

1. September 21, 2011 Meeting Agenda
2. August 3, 2011 Meeting Minutes
3. August 11, 2011 Meeting Minutes
4. Contract with FST to perform the Phase I Dam Safety Inspection of the Northborough Reservoir Dam
5. Authorization Form for Tata & Howard
6. Water & Sewer Betterment Recording Documents