

**WATER & SEWER COMMISSION
MEETING MINUTES –December 18, 2012**

6:30 PM – Selectmen’s Meeting Room, 63 Main Street Northborough MA

MEMBERS PRESENT: John Meader
David Pepe
Bryant Firmin

ALSO PRESENT: Dan Nason, Public Works Director

**1. APPROVAL OF MINUTES – OCTOBER 23, 2012 AND NOVEMBER 20, 2012
REGULAR MEETINGS**

Commissioner Pepe moved to approve the meeting minutes of the October 23, 2012 regular meeting; Commissioner Meader seconded the motion; The vote was two in favor, one abstained.

Commissioner Firmin moved to approve the meeting minutes of the November 20, 2012 regular meeting; Commissioner Meader seconded the motion; The vote was two in favor, one abstained.

**2. RATIFICATION OF THE GNL (OUTSIDE REGISTER OR OSR) WATER
METER AMNESTY POLICY AND THE WATER METER REPLACEMENT
PROGRAM.**

Mr. Nason reviewed the public hearing that was held at the last meeting. He stated that the Commission voted to approve the GNL Water Meter Amnesty Policy and the Water Meter Replacement Program. He added signature lines and the date to both documents. Two copies of the policy and the program were submitted for signatures. Commissioner Meader and Commissioner Firmin signed the documents. Commissioner Pepe abstained from signing as he was not present at the public hearing.

**3. EXECUTION OF AGREEMENT WITH NORTHBOROUGH RETAIL
PROPERTIES, LLC FOR THE WATER BOOSTER PUMP STATION.**

Mr. Nason informed the Board that the Town Administrator was approached by the current owners of Northborough Crossing, Northborough Retail Properties, LLC, regarding a legal document of ownership of the pump station which services Northborough Crossing and Avalon, as well as several properties on Southwest Cutoff. It was discovered during their refinance application that this document was not on file and was required for approval. The Town Administrator was advised by DEP that the Town should have this document on file. Town Counsel, the Town Administrator and Northborough Retail Properties, LLC have reviewed this document and are satisfied with the wording as presented.

Commissioner Firmin moved to authorize execution of the agreement. Commissioner Pepe seconded the motion; The vote was unanimous in favor.

NEXT MEETING:

The next meeting is scheduled for January 15, 2013.

ADJOURNMENT:

The meeting was adjourned at 6:50 pm.

Respectfully submitted,

Lynda LePoer
DPW Administrative Assistant

Documents used during meeting:

1. December 18, 2012 Agenda
2. October 23, 2012 Regular Meeting Minutes
3. November 20, 2013 Regular Meeting Minutes
4. GNL Water Meter Amnesty Policy & Water Meter Replacement Program
5. Water Booster Pump Station Agreement with Northborough Retail Properties, LLC