

**January 24, 2019
Conference Room A
Town Hall**

Present: DPW Board Members Tom Nephew, Paul Brinkman, George Clark; DPW Director Ken Kalinowski

1/24/2019 - Minutes

1. Call To Order At 6:30 P.M.

Chairman Tom Nephew called the meeting to order at 6:29 p.m. and announced that it was being recorded and broadcast.

2. Acceptance Of Minutes

There were no minutes presented for approval.

2.a. As Requested

3. Abatements

3.a. Fairlane Mobile Home (Admin.)

Fairlane Mobile Homes. This was an Administrative request due to an unexplained software billing glitch. The customer was billed for 253 sewer base charges, with the "253" figure not being attributable to any known parameter associated with the account. Paul Brinkman made a motion to abate account # 1574, 28 Chestnut Street, Fairlane Mobile Homes, in the amount of \$12,096.36, sewer only. George Clark seconded the motion and the motion passed unanimously.

3.b. 24 Crawford Way (Admin.)

24 Crawford Way. This was another Administrative request resulting from an account 'set up' error where the deduct meter added the sewer use rather than removing it. Paul Brinkman made a motion to abate account # 4559, 24 Crawford Way, in the amount of \$98.20 for water and \$296.89 for sewer. George Clark seconded the motion and the motion passed unanimously.

3.c. 35 Bacon Street (Sandager)

35 Bacon Street. This abatement was for a leak in the irrigation system. The leak occurred after the deduct meter. The system was turned off, but the repair will occur in the spring. Paul Brinkman educated the resident about abatements. Tom reiterated the Boards approach to granting abatements. Paul then made a motion to abate account # 3751, 35 Bacon Street, in the amount of \$4,351.21 for water. George Clark seconded the motion and the motion passed unanimously.

4. Water & Sewer

4.a. Groton IMA (Update)

Paul Brinkman informed Bob Rafferty (Groton consultant) that he was working on a draft IMA, and that it included provisions to address the use of Pepperell's' Vac truck for use at the treatment plant as well as on Groton's system. Tom Nephew said that Groton should be made aware that we would be billing the pro-rated use of the Vac truck at our plant in addition to the charges for use on their collection system.

5. DPW

5.a. Transfer Station Rates - Discussion

Transfer Station Rates. Ken informed the Board that their packets contained a copy of the information provided at the last meeting. In addition to the various scenarios of adjusting the bag tags and sticker rates, it included data collected from local haulers as to their rates for curbside collection, recycling, bulky items, etc...to get a better idea of the comparative cost of curbside collection. Ken noted that many of the private haulers were having to increase pricing to deal with the same issues that impact the Transfer Station. Ken noted that in discussions with the staff, it was suggested that we send an updated flyer highlighting what sets the Transfer Station apart from the private haulers, ie, the ability to accommodate hazardous materials like oil & paint; sorted versus single stream recycling, etc... Ken told the Board that the Transfer Station has been operating at an average annual deficit of \$30-35k for the past several years and this is not sustainable. Ken also noted that we run the risk of losing customers with charging higher prices. There was a brief discussion of possibly adjusting the Transfer Station 'service year', ie, having a sticker being valid for 13 months, or 11 months, for some number of years until the Transfer Station is on a Fiscal Year schedule. There was further discussion about adjusting the cost of miscellaneous or bulky items. Ken told the Board that Paul Pillsbury was very much attuned to these market costs and we can adjust these fees a la carte as necessary. Alternate hours of operation were another option discussed. The Board then deliberated the pros and cons associated with adjusting the stickers and/or bag tags to cover the revenue shortfall and allow the facility to remain in operation.

Paul Brinkman made a motion to modify the cost of Transfer Station sticker to \$90 for regular rate and \$70 for senior rate, and bag tags to \$2.60 per bag tag or \$13 for a sheet of 5, effective April 01, 2019. George Clark seconded the motion and the motion passed unanimously.

6. Review, Approve And Sign Any Documents Requiring Board Signatures
None.

6.a. As Requested
None

7. Commissioners Comments

George asked if the Highway Supt. position had been posted. Ken informed him that it was posted with MMA as well as an email blast thru the Baystate Roads Program. The position is open until filled.

8. Next Meeting Date/Dates

8.a. February 7, 2019

8.b. February 21, 2019

The next proposed meeting dates are:

- February 21, 2019

9. Any Other Matters That May Arise Which The Chair Could Not Reasonably Anticipate.
None.

10. Adjournment

Paul Brinkman made a motion to that the meeting be adjourned. George Clark seconded the motion. The motion passed unanimously.

The meeting adjourned at 7:42 p.m.