

June 20, 2019  
Conference Room A  
Town Hall

Present:

DPW Board Members Tom Nephew, George Clark, Lewis Lunn, Paul Brinkman; DPW Director Ken Kalinowski; Jeff Chabot

6/20/2019 - Minutes

1. Call To Order At 6:30 P.M.  
Chairman Tom Nephew called the meeting to order at 6:32 p.m. and announced that it was being broadcast and recorded.
2. Acceptance Of Minutes
  - 2.a. May 23, 2019  
Paul Brinkman made a motion to accept the minutes as amended. Lewis Lunn seconded the motion. The motion passed unanimously.
3. Abatements  
There were no abatements for consideration.
  - 3.a. As Requested  
None
4. Public Comment
  - 4.a. Jeff Chabot - Elm Street (N/F Scotch Pine Farm)  
Jeff Chabot presented the background of the project (Elm Street) to the Board, specifically the intent to adjust the water connection fees. There are 4 condex buildings (8 units) and a single family residence proposed. It was stated that the original concept was for drilled wells and a fire pond, but the fire chief was requiring hydrants fed by municipal water. This cost was not anticipated by Mr Chabot, and he explained that his clients had experienced bad luck with several prior development efforts on this property and that they had expended significant monies pursuing these failed ventures. Therefore, to keep the current costs down, Mr. Chabot asked the Board to waive the eight-inch connection fee. The Board stated that they had been reviewing the fees, but no decision had been made. Paul outlined a fee structure that incorporated the actual demand derived from the projects' end-users, regardless of the capacity that the tap could provide (and subsequent burden on the town system). It was confirmed that the water main and hydrant would be a private line owned and maintained by the condo association. The town would have an easement for emergency purposes. Mr. Chabot explained that he was installing about 200 feet of water main in Shirley Street, and stated the construction costs were about \$100/ft in the street, and \$70-\$80 for work on private property (approx. 800 feet). He said that he had a problem paying these upfront costs, including permit fees, out-of-pocket. Tom asked if the developer could wait until the July Board meeting for a decision, and Mr. Chabot stated this was possible.
5. Water & Sewer
  - 5.a. Water / Sewer Connection Fees (Discussion)  
  
Paul continued the discussion on connection fees with a focus on pricing based on actual project impacts. By way of example, he proposed \$2500 for each individual house service, and \$5000 for each

hydrant (fire protection). Ken added that features such as closing loops or extending service past building lots would add value to the system. In this case, each project would in essence be reviewed on a case by case basis. It appears that the smaller connection fees are Tom asked where the developer's expense should lie for the cost for the main extension. Paul said that this cost/extension should have no impact on the connection (impact) fee. He also noted that the Towns long term costs to operate and manage the extension would effectively negate credits to the developer for the extension. Paul stated that there needs to be a minimum charge due to system impacts. Ken added that we have a finite supply and that we are in essence providing a lifetime guarantee for potable water and fire protection. Paul proposed figuring out a minimum fee based on number of individual connections and fire hydrants. This could then be compared this to the maximum connection fee against which the Town could apply credits for potential customers, closing loops, etc... Tom added that we could further credit the cost of any work performed in the public way. There was discussion on how to arrive at the minimum fee. There was consensus that the minimum should be the cost derived from the number of single family connections, with a possibility of adding for fire hydrants. Tom asked that the minimum fee be 50% of the actual connection fees and that we credit for work done in the towns right of way. The discussion turned to the actual connection fees, with the Water/Sewer Supt. proposed table of fees being the basis. Ken noted that those fees were simply the existing fees discounted by 20%. Lewis thought the 8-inch fee should be between \$15k-\$25k, but when informed that there was not an additional \$3500 per-house charge, he changed his opinion that the \$64k for an 8-inch fee was a good deal. Paul suggested leaving the \$64k as-is as it sets the max fee. Tom suggested that the 8-inch fee should be \$50k, and the 1-inch fee should be \$2500. The Board reviewed the table with the following recommendations:

1- inch : \$2500 (plus meter and inspection)

1.5-inch: \$5000 ( " " " " )

2- inch: \$8000 ( " " " " )

4- inch: \$25,000 ( " " " " )

6- inch: \$40,000 ( " " " " )

8- inch: \$50,000 ( " " " " )

Tom said that we should look at expenditures made to improve the towns system, subject to the minimum. Paul cautioned that these credits must be restricted to pipe extensions that are compatible and beneficial our system, ie, properly sized. It was decided to delay the sewer rate discussion to the next meeting.

## 6. DPW

### 6.a. Highway & Transfer Station Staffing Changes And Opportunities

- Bob Wasylak had accepted the Transfer Station Operators position
- We are recruiting for the Monitors position.
- Mike Schrader would formally become the Hwy Supt effective July 1st
- Candidates for the Hwy Foremans position were interviewed
- Shaun Pillsbury was promoted to Heavy Equip. Oper/Laborer (HEO/Labor)
- Recruitments for two vacant HEO/Labor positions were to be posted shortly

## 7. Review, Approve And Sign Any Documents Requiring Board Signatures

### 7.a. May 2019 Commitments

The May water and sewer commitments were signed by the Board.

### 7.b. Drain Layers License (Combined) - Lamarre Industries, LLC

Drainlayers License (Lamarre Industries). A combined application was submitted for a contractor doing a connection at the old Holt Lumber site. All the bonds and insurance were in hand and references were checked and found to be satisfactory. The Board authorized the license.

## 8. Commissioners Comments

None

## 9. Next Meeting Date/Dates

9.a. July 25, 2019 (Tentative)

The next Board meeting date is July 25th, 2019.

10. Any Other Matters That May Arise Which The Chair Could Not Reasonably Anticipate.

None

11. Executive Session

11.a. Meeting Pursuant To G.L. C.30A, Sec. 21(A)(3),(7) And Suffolk Construction V. DCAM, 449 Mass. 444 (2007) To Discuss Sewer IMA Negotiations With Town Of Groton.

Paul Brinkman moved that the Board of Public Works enter into an executive session as authorized by Chapter 30A, 21 (a) (3), (7) of the Mass General Laws and Suffolk Construction v. DCAM, 449 Mass. 444 (2007) to discuss sewer IMA negotiations with Town of Groton, and further to adjourn at the conclusion of Executive Session.

Tom Nephew stated the Board convened in Open Session at a meeting for which 48 hours notice had been provided and following the Executive Session the meeting will adjourn.

George Clark seconded the motion.

The following roll call was taken:

Tom Nephew Aye

Paul Brinkman Aye

Lewis Lunn Aye

George Clark Aye

Pat Harrington Absent

The Board entered into executive session at 7:56 p.m.

12. Adjournment

The Board exited Executive Session and adjourned the open session at 8:33p.m. No further business transpired.