

## **Board of Water and Sewer Commissioner's Meeting June 15, 2021**

Present: Scott Zajkowski, Tom Fournier, Robert Sullivan, William Conley, George Patrinos, and Jennifer Cournoyer

Attended Meeting: Tom Revane.

Scott opened the meeting at 7:03 pm with the Pledge of Allegiance

**Lyons Road Estate-Tom Revane- permission to tie in subdivision to sewer:** Tom Revane was here as the builder for Lyons Road Estate as an agenda item and continuation of the June 9, 2021, Water Sewer Meeting under Public Comments. He is building an eighteen (18) house subdivision. This subdivision was previously presented by David Haynes back in March of 2019. Permission was given to David Haynes with an expiration of March 2020. There was no record of a renewal or extension on the permit to David Haynes. Tom Revane states that he purchased an approved subdivision from David Haynes and was unaware of any of these issues. He has never run into anything like this in any other town. There was a water line put in with a Hydrant that was placed 800 feet down the road, which the new plan showing that was never approved by the Water Sewer Commissioners.

**Tom Revane:** What would the board like to do about the water line and hydrant?

**George:** It is my recommendation to the board that we cap the water line, remove the hydrant, and leave the line there in case of future use.

**Tom Revane:** I do not have a problem with that. I just need to have an amendment on the subdivision to the Planning Board and have the Fire Department notified.

**Scott:** The Board of Water Sewer Commissioners are on the agenda for the Planning Board meeting next week.

**Tom Revane:** Can I get a copy of the letter requesting an amendment to the Planning Board.

***Tom F made a motion to not connect the water line for the Lyons Road Subdivision and to secure the existing line per water department specs and remove the hydrant, Bob seconded the motion, no discussion, a vote was taken, all in favor, passed unanimously.***

**Tom Revane:** Now as for the Sewer connections, David was under the impression that the donation was to secure everything.

**Bob:** There was a donation given towards a new generator at the pump station located on Lyons Rd.

**Tom Revane:** David assured everything was good, I just talked to him today. I would like to see where we are at.

***Tom F made a motion to allow Lyons Estate (Truman Ave) approval for eighteen (18) single family homes for sewer connections, Bob seconded, no discussion, a vote was taken, all in favor passed unanimously.***

**Tom Revane:** The sewer main is already in place, and we were in touch with the Sewer Department.

**Bob:** When was the sewer line installed?

**Tom Revane:** September or October of last year, there are pictures of everything.

**Bob:** Can we get copies of the pictures?

**Tom F:** We have a letter from Graves Engineering stating that they did not inspect the Sewer line.

**Tom Revane:** We were ready for paving for December 1<sup>st</sup>, Graves inspected the grades, backfills there were there several times a week. There are no sewer manholes on site. All the equipment is proper and was purchased from WinWater.

**George:** We can still inspect laterals when we tie in the sewer lines, but before anything is done, we should do a pre-inspection.

**Tom F:** We do not know what is in the ground and we need to cover for the future.

**George:** Mike and I want to do a full inspection of the entire system prior to anything else.

**Tom Revane:** I have the invoices of the materials bought from WinWater and pictures of each step.

***Bob made a motion to accept the Lyons Estate Sewer Main Infrastructure Plan contingent upon review of plans, pictures, invoices, and visual inspections, Tom F seconded the motion, no discussion, a vote was taken, all in favor, all in favor passed unanimously.***

**George:** To Tom Revane, please set up a time with Mike and me to review and inspect on site prior to anything else.

A discussion occurred, about how the plans were approved through the Planning Board previously. Fees were discussed with Tom Revane. He was not aware of the \$12,000.00 connection fee, Galaxy worked with me on the sale of this from David Haynes and Galaxy has some high-powered attorneys that handle things like this. I need to reach back out to David Haynes and talk to him about this. The board advised him to speak with David Haynes and get copies of any canceled checks that he may have, and we can go forward regarding this.

**Policy Review:**

- a. **Connection Permit Extension – Policy #WS001.001:** The presented policy was reviewed, and a couple amendments were made to the policy. First was under procedure, Bob suggested changing some wording, the first line reads” An applicant is required to complete a submit the extension request form (form identification #) and applicable fee is, ***per the current fee schedule***” was added. The second addition was under Limitation, Scott suggested adding the following line was a at the end of the paragraph “In no case is a permit transferrable by sale, or any other means.

**Tom made a motion to accept the Connection Permit Extension Policy #WS001.001 as amended, Bob seconded the motion, no discussion, a vote was taken, all in favor, passed unanimously.**

- b. **Water Theft – Policy #W001.001:** The presented policy was reviewed, and the only change was under section three (3) Fines, their amount for all offenses will be \$300.00 because as previously mentioned at meeting back in 2019, per town counsel the highest fine we can charge is \$300.00. A discussion occurred between the old policy and new one presented.

***Tom made a motion to accept the Water Theft Policy #W001.001 as amended, Bob seconded the motion, no further discussion, a vote was taken, all in favor, passed unanimously.***

- c. **Final Read/Final Bill – Policy #WS002.001:** The policy was presented for review, a discussion occurred about the charging of fees for a Final Reading and the reason why increasing the fee was a good incentive to have Final scheduled in a sensible time. It was determined to also add wording in the policy under the Procedure after the last line, new wording that will be added is: **“All Final Reads will be completed during the hours of 8am-2:30pm Monday through Thursday excluding Holidays”.**

***Tom made a motion to accept the Final Read/Final Bill – Policy #WS002.001 as amended, Bob seconded the motion, no further discussion, a vote was taken, all in favor, passed unanimously.***

**Moratorium and Water Ban:** Continuation of the information provided by Scott at the last meeting. Water Use Bylaws. Scott stated he feels we need to do something with our current situation and be proactive about this. The paper presented is the By-Law adopted in 2002 by the Water Department. A discussion occurred. George wanted to make it clear that restricting and moratorium are two different things. Bob under our current Water Management Plan there is a water ban 5/1-9/30 which we should do. Also believes that the current plan covers most of this, George you need to check the plan and see what we are required to do before we vote on doing anything. This will continue to next meeting.

**Board Comments:** We received an email regarding 5 Brandon Rd Property. The email states that the highway Superintendent was approached about waiving the road opening fee. This property is connecting to Town Sewer and the connection fee is waived due to the property being charged for sewer in the past when there was no connection. The consensus of the board is that the road opening fee is separate from the connection fee and should not be waived and the board should not have to pay for it. The road opening fee should be the responsibility of the homeowner.

George mentioned that he has been in touch with TIGG regarding the vessel and getting things moving quickly. Anticipating early fall for delivery, hoping to receive authorization to purchase paperwork soon. Bob suggested you may want to double check as you may have to go through the Town Administrator for signature through the procurement laws.

***Scott made a motion to adjourn, Bob seconded the motion, a vote was taken, all in favor, unanimous.***

Meeting was adjourned at 9:00 pm

Respectfully Submitted,  
Jennifer Cournoyer, Administrative Assistant