

**TOWN OF AUBURN**  
**Minutes of the Board of Sewer Commissioners Meeting**  
**Town of Auburn D.P.W. – 5 Millbury Street**  
**April 14, 2022 – 4:30 P.M.**

In-person and by remote participation in accordance with Chapter 22 of the Acts of 2022

The Auburn Board of Sewer Commissioners held a regularly scheduled meeting on Thursday, April 14, 2022 in the Conference Room at the DPW Office, 5 Millbury Street, and remotely via <https://global.gotomeeting.com>

Those attending in person were:

Department Staff:

Ms. Joanna Paquin, DPW Director  
Mrs. JoAnne Donahue, Principal Clerk

Board Members:

Mr. Thomas J. Healey, Chairperson  
Mr. Mark LaPlante, Secretary

Those attending remotely were :

Department Staff:

Mr. Nicholas Schwartz, Sewer Superintendent

**ITEM ONE-CALL TO ORDER**

The meeting to order at 4:44 P.M. by the Chairperson, Mr. Thomas J. Healey.

Mr. Healey announced that the meeting was being operated as a hybrid format under Chapter 22 of the Acts of 2022. For the public to join the open meeting remotely by telephone, they can call 1-872-240-3311 and enter Access Code: 244-343-037, or the public can join via computer at: <https://global.gotomeeting.com/join/244343037> All supporting materials that have been provided to members of this body are available on the Town's website [www.auburnguide.com](http://www.auburnguide.com) and the public is encouraged to follow along using the posted agenda.

As a preliminary matter, Mr. Healey confirmed that all members and persons participating in the meeting remotely were present and could hear him:

- Mark LaPlante – Present
- Nicholas Schwartz – Yes
- Joanna Paquin – Present
- JoAnne Donahue – Present

Mr. Healey stated that all votes to be taken will be conducted by roll call vote and that the meeting was being recorded by global.gotomeeting.com

### **ITEM TWO –APPROVAL OF MINUTES**

A. March 2, 2022 Regular Meeting Minutes: The Board reviewed the minutes of the March 2, 2022 Regular meeting. Mr. LaPlante motioned to approve the minutes of the March 2, 2022 regular meeting. Mr. Healey seconded - *Roll call vote: Mr. LaPlante, Yes; Mr. Healey, Yes – motion passed 2-0.*

### **ITEM THREE- NEW BUSINESS**

A. Sewer Division Open Positions: Mr. Schwartz informed the Board that the two open positions for Operations Foreman and Sewer Mechanic had just been posted externally and they are awaiting applications.

B. Fiscal Year 2021 Sewer Use Abatement Applications: The Board reviewed the Fiscal Year 2021 Sewer Use Abatement Application for 17 Springbrook Road and supporting documents which had been filed as a result of an underground water leak from 11/20/2020 through 2/5/2022. After a brief discussion, Mr. LaPlante motioned to abate fiscal year 2021 sewer use bill for 17 Springbrook Road to the 4-year average of 19,625 cubic feet. Mr. Healey seconded. *Roll call vote: Mr. LaPlante, Yes; Mr. Healey, Yes – motion passed 2-0.*

C. Drainlayer License Applications: The Board reviewed the new drainlayer license application and supporting documents from Despres Landscape & Excavation of Westminster, MA. Mr. LaPlante motioned to recommend issuance of a drainlayer license by the Board of Selectmen to Despres Landscape & Excavation of Westminster, MA. Mr. Healey seconded. *Roll call vote: Mr. LaPlante, Yes; Mr. Healey, Yes – motion passed 2-0.*

The Board reviewed the new drainlayer license application and supporting documents from East Street Excavation Inc. of North Grafton, MA. Mr. LaPlante motioned to recommend issuance of a drainlayer license by the Board of Selectmen to East Street Excavation Inc. of North Grafton, MA. Mr. Healey seconded. *Roll call vote: Mr. LaPlante, Yes; Mr. Healey, Yes – motion passed 2-0.*

### **ITEM FOUR – I & I SEWER REHABILITATION**

A. Sewer System Evaluation Study – Ms. Paquin informed the Board that National Water Main Cleaning Company had started doing the cctv inspections and cleaning of the sewer lines on Monday, April 11<sup>th</sup>. Mr. Schwartz mentioned that they would be working in three different sub-areas for six to eight weeks for the cctv inspections and cleaning, followed by the smoke testing later in the summer. They will then need to review the results of the inspections and the recommendations for future sewer line repair work from Environmental Partners Group. Future capital projects would likely be needed to address any deficiencies identified in the sewer system.

### **ITEM FIVE - UPPER BLACKSTONE CLEAN WATER**

A. Ms. Paquin stated that things had quieted down with the weather, but the COVID monitoring indicated a recent uptick in the levels. Mr. LaPlante asked about the status of the

federally mandated upgrades and repairs. Ms. Paquin stated that they were looking to incorporate any upgrades within the City of Worcester's Integrated Plan.

**ITEM SIX - REVIEW OF BILL SCHEDULES**

A. The Board reviewed the Sewer Division Bill Schedules for Fiscal Year 2022 which had been processed since the last meeting on March 2, 2022.

**ITEM SEVEN - NEW SEWER CONNECTIONS**

A. The Board reviewed the updated list of new sewer connections.

**ITEM EIGHT – SEWER DIVISION/D.P.W. WORK LOG**

A. The Board reviewed the DPW Work Log that Mr. Schwartz had prepared which included the work done by Sewer Division employees for the Highway Division, and the work done by the Sewer Division Employees for the Highway Division through April 4, 2022. The Board briefly discussed the increase in the work that the Highway Division has been doing for the Sewer Division due to the shortage of Sewer Division employees, and also how the cost of equipment/labor is calculated for each Division.

**ITEM NINE - BUDGET REVIEW**

A. The Board reviewed copies of the monthly operating budget reports prepared by Mr. Schwartz.

**ITEM TEN – CAPITAL PLANNING**

A. Pinrock Pump Station Bypass Force Main: Mr. Schwartz informed the Board that the 20-inch ductile iron force main has been installed along most of Rose Lane, and the contractor is getting ready to cross Route 20 towards the easement at Upper Blackstone where they will do the tie in to the existing force main. He stated that there may be a gap in the work due to material procurement issues. They will also be working with the engineer on a long-term maintenance plan for the redundant force main to keep the bypass line operable. The Board agreed that they need to have a long-term operation and maintenance plan in place.

**ITEM ELEVEN – OLD BUSINESS**

A. I&I Fees: Mr. Healey stated that he wanted to table this item until they have a meeting with all three Board members present. Mr. Schwartz expressed his concern that the issue needs to be addressed due to funding concerns, particularly for funding the SSES program annually going forward, and funding the potential upcoming sewer rehabilitation projects identified from the SSES work. Mr. Schwartz also indicated that the sewer rates and connection fees should be reviewed in conjunction with the I&I fees to address these future funding concerns.

**ITEM TWELVE – DATE OF NEXT MEETING**

A. The next meeting was tentatively scheduled for Thursday, May 19, 2022 at 4:30 p.m.

### **ITEM THIRTEEN – ADJOURNMENT**

A. Mr. LaPlante motioned to adjourn the meeting at 6:01 P.M. Mr. Healey seconded. *Roll call vote: Mr. LaPlante, Yes; Mr. Healey, Yes – motion passed 2-0.*

### **DOCUMENTS:**

The following documents were part of the Board of Sewer Commissioner’s Meeting on April 14, 2022 and are maintained in the Sewer Division office:

- Agenda
- Minutes of March 2, 2022 Regular Meeting
- FY2021 Sewer Use Abatement Application and supporting documents for 17 Springbrook Road
- Drainlayer license applications and supporting documents from Despres Landscape & Excavation and East Street Excavation Inc.
- Copies of Bill Schedules dated March 2, March 9, March 16, March 23, March 30, March 31, April 6, and April 13, 2022
- Sewer Connection List as of April 14, 2022
- DPW Work Log through April 4, 2022
- Sewer Monthly Operating Budget Reports through April 14, 2022
- I&I Fee Comparison Worksheet