Minutes of Williamsburg Water/Sewer Commission August 12. 2009

Members of the Water/Sewer Commission met in regular session on Wednesday, August 12, 2009 @ 7:00 P.M. The Chairman called the meeting to order and upon roll call the following were present: Walter (Sam) Kellogg-Chairman, Kenneth Taylor Jr.-Clerk, Howard Sanderson, James Hyslip, Nancy Merritt from Delap Real Estate, and Brenda Lessard-Secretary.

- 1. Motion made by James Hyslip to accept minutes of June 17, 2009 meeting as written. Seconded by Ken Taylor. So voted.
- 2. Motion made by Ken Taylor to accept minutes of July 20, 2009 special session as written. Seconded by Howard Sanderson. So voted.
- 3. Nancy Merritt was in to talk about the Pepi Property on South Street. Jim Hyslip is doing a preservation grant to the DEP for funding for the Town of Williamsburg to possibly buy this property that abuts the Williamsburg aquifer. Jim Hyslip had an appraisal done of the property but it only included Parcel A but not Parcel A-1. The commission is still awaiting word of an appeal to the Conservation Commission. Nancy Merritt will be the buyers agent. Walter "Sam" Kellogg signed a Massachusetts Mandatory Licensee-Consumer Relationship Disclosure. Several things have to be done by the September 11, 2009 deadline for the grant. Sam and Brenda will talk to Steve Herzburg, Town Administrator about having Town Counsel do a title search of the property. They will also ask about the date for a Special Town Meeting. An offer can be made with contingencies in regards to approval at Town Meeting to move ahead with the purchase and funding. Jim Hyslip will contact the appraiser with questions about the appraisal that was done. A special session of the Water/Sewer Commission will take place on Friday, August 21, 2009 at 9:30 am at the Town Office to possibly sign offer.
- 4. Motion was made by Jim Hyslip to approve Sewer and Water Vouchers and Water and Sewer Payroll Vouchers from this billing cycle and last billing cycle. Seconded by Howard Sanderson. So voted.
- 5. Memo from Steve Herzburg, Town Administrator was received by Sam in regards to Massachusetts Rural Water Association availability of funds. A vote was taken to table that until another meeting. Voted unanimously. So voted.
- 6. Discussed report from accountant about indirect costs from 3rd and 4th quarter FY09.
- 7. It was discussed about a report that needs to be filled out for the DEP for an Emergency Response Plan to ensure Compliance. Sam and Brenda will fill it out.

- 8. Sam Kellogg brought up a letter about Open Meeting Laws and emails that can from the Attorney Generals Office.
- 9. An application to Massachusetts Rural Water Association Trifecta came in. Bill Turner and Ken Taylor plan to attend. Jim Hyslip will think on it. Sam Kellogg will be away and Howard Sanderson declined.
- 10. A motion was made by Howard Sanderson to hire Brenda Lessard as the new Water/Sewer Commission secretary. Seconded by Jim Hyslip. So voted. As far as a rate of pay that will be discussed at the next meeting.
- 11. Motion made by Jim Hyslip to give a 2% raise to Walter "Sam" Kellogg to be in line with the raise to all other town employees. Seconded by Howard Sanderson. So voted.
- 12. Sam Kellogg brought it to the Commission's attention that the collector had been told that Phil Cranston of Walpole Road was illegally hooked to the Town Water Supply. He has a meter on his water for a legal sewer connection. When the lines went up Walpole Road he asked for a shutoff at his house for a future connection. He connected without the Commission knowing about it. The collector will send a back bill based on the meter reading for the last five years. A motion to okay sending the bill was made by Jim Hyslip. Seconded by Howard Sanderson. So voted.
- 13. It was discussed about the need of a non-zoning floor drain control bylaw. Voted to table to next meeting.
- 14. Jim Hyslip brought up the application for jurisdictional determination at the Unquomonk reservoir. He was informed that the commission will need to do a full application. The original application stated that the spillway was to be fixed, 3 trees removed and trim around the perimeter. The Office of Dam Safety wants more details. Part B will need to be filled out. Design drawings and more detail about the work to be done has to be submitted. Work needs to be done this fall. Sam & Howard agreed that Jim needs to talk to Bill Turner and Ken Taylor about it as they will be doing most of the work. Jim will talk to Bill and Ken.
- 15. Motion made by Jim Hyslip to adjourn the meeting at 8:25 p.m. Seconded by Howard Sanderson. So voted.

Respectfully submitted:

Brenda Lessard, Secretary