

Tyngsborough Sewer Commission	
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Tyngsborough Sewer Commission
Meeting Minutes
February 25, 2010, 6:00 pm

Location: Tyngsborough Town Hall, Meeting Room One

Commissioners Attending: Rick Reault, Jeff Hannaford

Absent: Gerry Foley

Also attending: Allen Curseaden, Superintendent, Administrator, Peter Larffarello, Rosemary Blacquier, John Daniels and Jon Himlan from Woodard & Curran.

Rick Reault called the meeting to order at 6:00 pm.

Citizens' Time: None present

Woodard & Curran:

Rosemary Blacquier began the meeting by distributing an agenda to all members stating the subject matter to be addressed. She mentioned that W&C invoices billed to the Sewer Commission did not have to be paid until SRF funds kick in. She started by talking about activities to date; updated and ongoing. She said all data collection is complete except the GIS data. There has been no response from the Northern Middlesex Council of Governments. Town Assessor data collection has been completed. The Sewer Commission user rules and regulations and sewer assessments and user charge system data has been completed. She spoke to Teresa Altavista about the WPAT loan and was originally told that the loan should go through in the February pool and is waiting for further update.

The next area Rosemary discussed Sycamore property CWMP flow allotment (promissory for 86,000 gallons) and the Town Counsel's opinion on the project. The board should be updated on a regular basis by the developer. The agreement should be in writing; W&C will help with the correct language to be in the letter.

Jon Himlan discussed the engineering aspect of the Sycamore property and stated W&C will be reviewing the plans. They are available for review of the project if the Commission would so desire.

John Daniels spoke about coordinating the project with the Economic Development committee and the Board of Selectmen. He stated meetings need to be set up with both groups for project discussion and approval. He also mentioned that SRF funds are being held back at this time.

Updates will be given at monthly meetings by W&C. Commissioner, Rick Reault asked about the Betterment project and John Daniels stated that W&C started working on the presentation for the annual Town Meeting. Superintendent, Allen Curseaden asked if there was any cost update on the Phase I project. Commissioner, Jeff Hannaford asked if W&C could look at the engineering cost for Phase I & II and provide updated cost for Town Meeting. He discussed using Sewer Commission Capital Fund money to start the project and be reimbursing at a later date by the Betterment program.

Superintendent update:

Discussion between the Commissioners and the Superintendent continued about Walter Erickson. And the Development of the Sycamore Site.

Annual Town Report-A copy of last year's annual report section related to the sewer commission was sent to the Commissioners to assist in preparation of 2010 annual report. Commissioner, Gerald Foley is working on that submission.

FY2011 Budget preparation-The Commissioners, the Superintendent and Administrator had a budget work session. More information will be gathered at the next schedule meeting they will continue on to prepare the FY2011 budget for submission.

The Superintendent discussed all future Capital Improvements, Bids and Major Purchases with the Board of Commissioners with the estimated cost of these Improvements, Bids and Purchases.

54 Willowdale Ave. sewer back-up-Major back up caused by home owner due to own pump failed. 54 Willowdale Ave called and stated there was a sewer backing up in their basement. Allen and Paul responded and found

Administrator update:

Prior minutes from the February 11, 2010 meeting were not approved and signed by the Commissioners because of the absence of Commission, Gerry Foley. Issue will be brought up at next meeting.

The Commissioners signed two Warrants.

Complaints – None noted

New Business-None noted

Old Business-None noted.

Adjournment- Chairman, Rick Reault made a motion to adjourn at 8:50pm. Motion seconded by Jeff Hannaford. Motion carries 2-0-0.