

**Tyngsborough Sewer Commission**  
**Meeting Minutes**  
**March 13, 2014 6:00 pm**  
**Location: Tyngsborough Town Hall, Inspectional Dept.**

**Commissioners Attending:** Jeff Hannaford (JH), Brian Martin (BM), Fred Perrault (FP)  
**Also Attending:** Caryn DeCarteret, Administrator, Paul Provencher, Assistant Superintendent  
Rosemary Blaquier, Ken Carlson, Woodard & Curran

**CALL TO ORDER**

The meeting was called to order by Jeff Hannaford at 6:03 PM.

**ITEM 1) WOODARD & CURRAN** Discussion regarding Phase I West engineering, final design and aerial work. Discussion regarding Bayside Engineering and meetings with Mass DOT. Discussion regarding project limits on Westford Road and Middlesex Road. Discussion regarding tying in Phase II, pump station locations and Housing Authority.

6:55pm JH left the meeting to attend the ZBA meeting.

Discussion regarding meeting with Capital Asset, meeting time is to be confirmed. Discussion regarding grants, current flow to Chelmsford, upgrades to Bridgeview pump station.

7:25 pm JH returned to the meeting.

Discussion regarding Form I and II for both Phase I West and Phase II for meeting with Capital Asset.

**ITEM 2) CITIZEN'S TIME** None

**ITEM 3) ADMINISTRATOR'S REPORT** reviewed and read into record.

1. Budget comparison: *Commission will vote on Final Budget next meeting on 3/27/14*
2. Energy Consortium: Spoke with Nina, contacted Direct Energy via website
3. Solar Panels to help reduce consumption (?)
4. Minutes 2/27/14: *Motion by BM to approve minutes as written. 2<sup>nd</sup>: FP Motion Carries 3-0-0*
5. Warrants Jan, Feb 2014
6. Signed: Commitment 21 2<sup>nd</sup> half Residential  
Commitment 23 2<sup>nd</sup> half Multiuser

**ITEM 4) ASSISTANT SUPERINTENDENT'S REPORT**

1. Performed inspections at pump stations.
2. Tested all generators and inspected emergency equipment.
3. Work on Capital Expenditure and field Operating budget with Caryn

**ALARM CALLS**

1. Call out: 7 Roy Ave, sewer odor. Inspected main lines: ok.
2. Cummings Rd pump station: High water. Progress Ave pump station, backup caused high water alarm.

**ITEM 5) CORRESPONDENCE** W&C Contract for General Services. Commission will review.

**ITEM 6) COMPLAINTS** NONE

**ITEM 7) NEW BUSINESS** NONE

**ITEM 8) OLD BUSINESS** NONE

**ITEM 9) ADJOURNMENT** *Motion by BM to adjourn at 7:45pm. 2<sup>nd</sup>: FP Motion passes 3-0-0*