

**MARION BOARD OF SELECTMEN
WATER/SEWER COMMISSIONERS
MEETING MINUTES
January 28, 2014**

MEMBERS PRESENT: Jonathan Dickerson, Chairman
Stephen Cushing
Jonathan Henry

ALSO PRESENT: Paul Dawson, Town Administrator
Norm Hills
Joel Hartley
Bill Saltonstall
David Pierce
Eileen Marum
Robert Fisher
Judy Mooney
Rob Zora
Rebecca Carvalho
Michael DeCicco (Standard Times)
Joan Hartnett-Barry (Wanderer)
Matthew Bernat (Sippican Week)
Christine Reagle (Sentinel)
Debra Paiva, secretary

The meeting was called to order at 7:00 p.m. in the Town House conference room. Mr. Dickerson announced that the meeting would be televised, video recorded by ORCTV, and audio recorded by Town of Marion staff. A list of the materials reviewed at the meeting will be attached to these minutes.

A moment of silence was observed in memory of Nate Nye.

Approval of Meeting Minutes – January 7, 2014, January 9, 2014

Moved by Mr. Cushing and seconded by Mr. Henry to move the minutes of the January 7, 2014 and January 9, 2014 meetings. VOTE: 3-0-0

APPOINTMENTS

7:05 p.m. Conservation Commission

Vice Chairman Norm Hills and member Joel Hartley were present. The discussion included the following: meeting schedule, site visits, application process, permitting data from 2010 to 2013, local, state, and federal resources/partners, and maintenance of land the Commission is responsible for.

ACTION ITEMS

Vote – Estimated Seasonal Population – ABCC

As of July 10, 2014 the town's estimated seasonal population will be 6250.

Moved by Mr. Henry and seconded by Mr. Cushing to move the estimated seasonal population as stated in the document dated January 21, 2014. VOTE: 3-0-0

Annual Report to ABCC

Moved by Mr. Henry and seconded by Mr. Cushing to authorize Mr. Dawson to sign the document and submit it to the ABCC. VOTE: 3-0-0

Appointments to 2014 Marion Fireworks Committee

Moved by Mr. Henry and seconded by Mr. Cushing to move the appointments as listed in the document dated December 16, 2013, "Appointments to the 2014 Marion Fireworks Committee". VOTE: 3-0-0

Approve and authorize execution of CDM Smith contract – Phase 1B design

Mr. Dawson is requesting authorization to execute the Phase 1B design contract, which is for the design of a roadway improvement plan. The cost of the contract is not to exceed \$297,000.

Moved by Mr. Henry and seconded by Mr. Cushing to move the request. VOTE: 3-0-0

Authorize chairman to sign letter of engagement for auditing services

Mr. Dawson explained that the Town is still under agreement with MLBCPA, LLP, and this is the annual letter of engagement for auditing services.

Moved by Mr. Henry and seconded by Mr. Cushing to authorize the Chairman to sign the contract on behalf of the Town of Marion. VOTE: 3-0-0

One day all alcohol license – Music Hall – YMCA retirement party – 7:00 p.m. - 11:00 p.m., 1/31/14

Moved by Mr. Henry and seconded by Mr. Cushing to move the license. VOTE: 3-0-0

Discussion – Music events at the Music Hall

Organizers Mitch Suzan and Steve Johnson were present to provide information. Mr. Dawson explained that the previous request to allow BYOB events at the Music Hall has been revised to allow the sale of tickets to music events with the cost of two glasses of wine or beer included in the ticket price. The proposal meets the criteria for a one day wine and malt license. Both of the organizers are TIPS certified, a police officer will be onsite, and the Town of Marion will be named as an insurance certificate holder.

APPOINTMENT

7:30 p.m. Energy Management Committee

Bill Saltonstall, David Pierce, Norm Hills, Eileen Marum, and Robert Fisher were present. Mr. Saltonstall explained that the EMC has organized an event to provide information regarding home solar energy projects. The event (Explore Home Solar) will be held at the Music Hall on February 5 at 7:00 p.m. Senator Marc Pacheco will be the guest speaker and information will be available from South Coast Challenge, Next Step Living, My Generation Energy, New England Solar Hot Water, Sungevity, Bay Coast Bank, a video illustrating the installation of a solar system, and individuals who currently use solar energy.

7:45 p.m. Rob Zora, Judy Mooney, Becky Carvalho – Water/Sewer rate study, quarterly billing

Mr. Zora, Mrs. Mooney, and Mrs. Carvalho were present. The discussion included the following:

Billing schedule - The proposal is a quarterly billing schedule for water and sewer bills. The initial billing period would be the consumption period from November 1, 2013 to February 28, 2014 and subsequent to that the consumption periods would be June 1 to August 31, September 1 to November 30, December 1 to February 28 or 29, and March 1 to May 31.

Rates/Rate Study – The current rates have been in effect since 2007. They will remain the same at this time but might increase in six months, when the rate study has been completed.

Moved by Mr. Dickerson and seconded by Mr. Henry to authorize the Water Department to begin the process of quarterly billing as has been outlined, effective March 1, beginning with the period between November 1, 2013 and February 28, 2014. VOTE: 3-0-0

Approve and execute SRPEDD contract

NOTE: Mr. Henry serves as chairman of SRPEDD; he recused himself and left the meeting at this time.

The contract is for the update of the Town's Housing Production Plan (HPP), which is required to be updated every five years. SRPEDD has offered to use \$15,000 of its funds under the South Coast Commuter Rail technical assistance program and proposes that the Town use its FY14 and FY15 SRPEDD community assistance funds (\$1500 for each year). The contract states that the cost is not to exceed \$19,000 but Mr. Dawson explained that the actual figure will most likely be \$18,000.

Moved by Mr. Cushing and seconded by Mr. Dickerson to accept the contract. VOTE: 3-0-0

Aquaculture license – Greenport Consultants

This item was tabled as the applicant has not completed all of the requirements.

Water commitment – miscellaneous bill run - \$8923.22 (1/15/14)

Moved by Mr. Henry and seconded by Mr. Cushing to move the commitment. VOTE: 3-0-0

Water/sewer abatement request – 6 Shady Lane

A sewer abatement request application was reviewed and discussed. Review of the information revealed that:

The property owner is requesting an abatement of the \$840.11 cost to repair the grinder pump at his home.

It was determined that inappropriate (cloth) material entered the system and broke the teeth on the cutting wheel, which resulted in water flooding the motor.

The Town's maintenance contract with F.R. Mahoney will pay for repairs that are required under normal wear and tear; however, the damage was not caused by normal wear and tear, and those costs are the responsibility of the homeowner.

Sewer Department Superintendent Frank Cooper recommended that the request be denied as the damage was due to other than normal wear and tear and caused by the homeowner.

Moved by Mr. Dickerson and seconded by Mr. Cushing to deny the request based on the explanation as being satisfactory that the contractor carried out their responsibility in the prescribed manner. VOTE: 3-0-0

Approve and sign contract with Tata & Howard Engineers – Great Hill water tank design

The contract is for the design of the proposed water tower at Great Hill. The funds for the contract were approved at the 2011 Annual Town Meeting, and the value of the contract is \$93,000, well below the amount approved in 2011. Mr. Dawson recommended that the contract be approved.

Moved by Mr. Henry and seconded by Mr. Cushing to approve the contract. VOTE: 3-0-0

Water/sewer abatement request – 2 Main Street

A water/sewer abatement request application was reviewed and discussed. Review of the information revealed that:

The property owner is requesting that the sewer portion (\$3976.65) of the \$7577.85 bill be abated.

Since January 11, 2011 the home has been vacant with the exception of a few weeks each year. The residence has a well for the irrigation system and in the Spring of 2013 the homeowner's irrigation contractor inadvertently hooked up the irrigation system to Town water rather than the well.

The water used for irrigation was not consciously used and did not enter the Town's sewer system.

The amount requested for abatement is an average of previous bills.

Mr. Zora was present at the meeting and said the water was not consciously used for irrigation. He recommended that the sewer portion of the bill be abated.

Moved by Mr. Henry and seconded by Mr. Cushing to accept the recommendation of the DPW Superintendent. VOTE: 3-0-0

TOWN ADMINISTRATOR REPORT

Budget Update

Mr. Dawson said the department budgets have been returned and submitted to the Finance Committee. Two areas that are anticipated to have increased costs are health insurance and the school department.

Great Hill water tank update

The Water Committee is expecting to bring a request to Town Meeting for a new water tank. It was originally thought that the cost would be \$4 million but a hydraulic study revealed that the tank size could be cut in half, resulting in an estimated cost of \$1.5 million.

Collective Bargaining update

All of the Union contracts expire this year; Mr. Dawson has been meeting with department heads to develop a strategy.

Attorney General approval

The Town has received a letter indicating that the Attorney General's office has approved the Bylaw and Zoning changes that were voted on at the October 28, 2013 Special Town Meeting.

CORRESPONDENCE

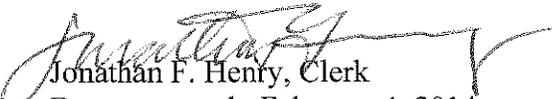
Reading of the correspondence was waived with the following exceptions:

#7 – Letter of resignation from Affordable Housing Trust – Warren Blake, DDS

Dr. Blake's resignation was accepted with regret.

Moved by Mr. Dickerson and seconded by Mr. Cushing at 8:55 p.m. to adjourn and enter into Executive Session for strategy related to collective bargaining. The Board will not be returning to regular session. A roll call vote was taken with all members voting yes.

Respectfully submitted,


Jonathan F. Henry, Clerk
Date approved: February 4, 2014

RECEIVED
TOWN CLERK OF MARION, MA
2014 FEB -5 A 8:52

**MARION BOARD OF SELECTMEN
WATER/SEWER COMMISSIONERS**

DOCUMENTS REVIEWED AT MEETING – January 28, 2014

Meeting minutes – January 7, 2014, January 9, 2014
Information dated January 28, 2014 regarding Conservation Commission
Proposed water and sewer quarterly billing schedule
Water and sewer rates and charges
Estimated Seasonal Population – ABCC
Annual Report to ABCC
Appointments to 2014 Marion Fireworks Committee
CDM Smith contract – Phase 1B design
Letter of engagement for auditing services
One day all alcohol license – Music Hall – YMCA retirement party - 7:00 p.m. – 11:00 p.m., 1/31/14
Email regarding Music events at the Music Hall
SRPEDD contract – update to Housing Production Plan
Water commitment – \$8923.22, miscellaneous bill run (1/15/14)
Water/sewer abatement request – 6 Shady Lane
Tata & Howard Engineers contract – Great Hill water tank design
Water/sewer abatement request – 2 Main Street
Letter of thanks from Christmas Stroll organizers Eric and Paula Strand
DEP Electric Vehicle Incentive Program workshop announcement
National Grid safety notice and brochure
Letter from R. Wingate regarding 6 Shady Lane (1/4/14)
Letter from R. Wingate regarding 6 Shady Lane (1/8/14)
Notice of ZBA decision – 407 Front Street
Letter of resignation from Marion Affordable Housing Trust – Warren W. Blake D.D.S.
Email regarding Southeastern Mass. Commuter Rail Task Force meeting
Email from Priscilla Ditchfield regarding Town House renovations
Email from Cynthia Trinidad requesting appointment to Marion Affordable Housing Trust
Verizon – Franchise renewal notice requesting commencement of formal renewal proceedings (1/16/14)

OTHER BOARDS

Meeting minutes – Music Hall Advisory Committee – 11/25/13
Meeting agenda – CIPC – 1/16/14
Meeting minutes – Upper Cape School Committee – 11/14/13