

Town of Marion
Water and Sewer Regulations Review Committee Charter

I. Authority and Purpose

Pursuant to the authority granted to the Select Board under Massachusetts General Laws and the Town Code, the Sewer and Water Regulations Review Committee (the “Committee”) is hereby established by the Select Board to review, assess, and recommend updates to the Town’s regulations and policies governing municipal sewer and water services. The Committee will identify regulatory, operational, and process opportunities to enhance efficiency, sustainability, public health protection, and compliance with state and federal requirements.

II. Membership

The Committee shall consist of seven (7) members appointed by the Select Board. Membership shall include a cross-section of residents and stakeholders with relevant expertise or interests, including:

- One (1) member of the Select Board or its designee
- One (1) member of the Board of Health or its designee
- Two (2) representatives from the Department of Public Works (DPW)(water and sewer)
- Three (3) at-large members with appropriate technical knowledge or an interest in sewer and water issues
- Town Administrator (ex-officio)

The Committee may consult with additional Town staff, such as the Town Administrator, Town Engineer, Conservation Commission, and Building Inspector, as needed.

III. Scope of Work

The Committee shall:

1. Review existing regulations and policies governing sewer and water system permitting, design, construction, installation, and maintenance.
2. Assess compliance with applicable state and federal laws, including Title 5 of the State Environmental Code (310 CMR 15.00), the Clean Water Act, and drinking water regulations (310 CMR 22.00), and the Water Resources Management Program (310 CMR 36.00).
3. Identify areas where the regulations may be outdated, inconsistent, unclear, insufficient, or do not meet state and federal requirements.
4. Solicit input from relevant boards, committees, commissions, departments, and members of the public, including through public forums and written comment.
5. Benchmark the Town’s regulations and policies against those of similar municipalities.

6. Recommend updates or revisions to meet the Town's current and future needs to the Select Board, including any proposed Town Meeting warrant articles or regulatory amendments
7. The Sewer Regulations Article XII (Recommended Fees) will be reviewed and updated by the Sewer Commissioners and is not included in the scope of the Review Committee.

IV. Deliverables and Timeline

The Committee shall provide an initial report of findings and recommendations to the Select Board no later than January 6, 2026. Interim updates may be provided at the Committee's discretion or at the request of the Select Board. The final deliverables shall include:

- A redlined or proposed draft of amended sewer and water regulations
- An executive summary of findings and rationale
- Any supporting data, maps, or public comment summaries

V. Meetings and Administration

The Committee shall elect a Chair and Clerk from among its members. All meetings shall be conducted in accordance with the Massachusetts Open Meeting Law (MGL c.30A §§18-25). Meeting agendas and minutes shall be posted and filed with the Town Clerk. The Committee may form subcommittees and have access to Weston and Sampson engineering expertise.

VI. Term and Dissolution

The Committee shall serve until the completion of its charge and submission of its final report, unless extended or reconstituted by vote of the Select Board. Upon acceptance of the final report by the Select Board, the Committee shall be deemed dissolved.

Adopted by the Select Board on July 2, 2025