



## Board of Sewer Commissioners Policy Subcommittee Meeting



### Minutes of the Meeting of September 9, 2021.

**Present:** Glenn Cannon, Acting Town Administrator, Jared McDonald, Mary Jane Mastrangelo, George Slade.

**Glenn Cannon called the meeting to order at 4:00 pm.**

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1. Minutes: August 5, 2021 were deferred.
2. Board of Sewer Commissioners Policy Subcommittee Workshop
  - a. There was discussion about the Sewer Development Charge is a charge that has been used in the past and paid by commercial properties that have not previously been connected to the sewer system and/or have not paid a betterment. There was discussion about recent properties that have paid a Sewer Development Charge including the Hampton Inn. There was a questions as to whether Keystone had paid a Sewer Development charge. The charge is assessed at the time the property is connected to the Sewer system. There was discussion about the development of a new approach to the Sewer Development Charge, such as the Equivalent Residential Unit model and that it would be helpful to have a consultant to assist the sub-committee on determining what the Sewer Development Charge should be.
  - b. Sewer User Overage Fees – Discussion relative to the policy on Sewer User Overage Fees and that the current overage fees which have not changed since 2006 need to be increased to reflect the actual cost of treatment. There was concern that the fees needed to be increased incrementally to reduce the impact on users. There was discussion about increasing the overage fees over 4 – 5 years. It was noted that the Overage fee is assessed on a calendar year bases. **Motion** was duly made and seconded to recommend to the Board of Sewer Commissioners that the Sewer User Overage Fees for Calendar Year 2022 be increased to \$0.125 per gallon over 45,000 gallons. Motion passed 3-0-0.
  - c. Commercial Wastewater Management Allocation Policy – There was discussion about the Allocation policy and that it applies to commerical properties that have a change of use or increase in the allocation needed. The fee is assessed at the time the allocation is granted. There was discussion that the \$5,000 base allocation fee might be difficult for some of the smaller users and that the fee should be looked at further to determine what it should be. There was discussion about how the Sewer Allocation fees should be used and whethe fees should be deposited into the Sewer Capital Stabilixation fund. This is another area that it would be helpful to have a consultant to assist the subcommittee.
  - d. Sewer Regulations – There was discussion relative to updating the Sewer Regulations and that it would be helpful to have a consultant to assist the sub-committee on the regulations.
3. Subcommittee organization – Discussion and Possible vote to elect a Board of Sewer Commissioners Policy Subcommittee Chair and Clerk was deferred.

4. Correspondence – No Correspondence
5. Upon motion duly made and seconded the meeting adjourned at 5:30 pm.

Respectfully submitted,

Mary Jane Mastrangelo