



## **5:14 PM – Call Meeting to Order**

Chairman David Langlais called the meeting to order at 5:01 PM.

### **Present**

Chairman David Langlais, Commissioner Emile Demers, Commissioner Edward Patenaude  
Superintendent Marguerite Hoover, and Recording Secretary Samantha Maher.

## **Approval of Minutes**

Minutes from the meeting held December 10, 2024 were approved unanimously.

## **Minutes**

### **Drain Layer Bonding Process**

The Superintendent had proposed a change to the current bonding process for Drain Layers, changing from a cash bond to a surety bond at the beginning of the year when license is pulled. Superintendent will bring the bylaw language to the next meeting so it can be part of the June town meeting. No vote is needed.

### **Grinder Pumps**

The Superintendent met with Town Counsel and it was determined that any decision made about grinder pumps will need to be made by a commission vote as this was the way it was made when it first went into effect.

There were two options presented; the first being to end the grinder pump coverage completely, while the second option was to set a dollar amount to contribute towards grinder pumps. Discussion will be tabled until a list is provided that shows what homes require a grinder pump, including any addresses that have pulled permits but have not connected to Town sewer.

### **Connection Fee Requirements for Large Projects**

There are currently two methods that have been used to determine the connection fees for large projects. The first method uses \$7,500 per unit proposed. The alternative method, which usually yields a lesser fee, is to use 3,000 sq. ft. as one unit. The total square footage of the building is divided by 3,000 sq. ft. to determine the number of “units,” which is then multiplied by \$7,500.

A suggestion was made to change the payment process, like offering installments throughout the building process versus one lump sum payment up front. This fee would be used for any large residential project. Superintendent will bring official language in writing to the next meeting to be voted on.

### **Bylaw Language Change**

The Commission has continued ongoing discussions and edits to the current Sewer Use Bylaw. The Superintendent will put together a working document so the Commissioners are able to make changes and/or suggestions. The goal in this review is to update antiquated language and provide clarity throughout the bylaw.

### **Inspection Fee Town Warrant Language**

There has been discussion to increase the inspection fee to \$50.00 with a two- hour minimum, replacing the old fee of \$22.00. This will be brought forward at the June 2025 Town Meeting.

### **Permit Fee for Additions Town Warrant Language**

The Superintendent is proposing a fee that would be charged at the time of construction of any additions that add one or more bedrooms. This would be a one-time fee of \$500.00 per bedroom. The Superintendent will bring this to Town Council for language review and will be brought forward at the June 2025 Town Meeting.

### **Vinal St. Above Ground Pool**

The Superintendent spoke with the owner of 37 Vinal St, who has stated that he is going to move the shed out of the easement. The cost of removal will be covered by the owner.

### **ADU Regulations Effective February 2, 2025**

There was a discussion regarding the sewer connection fee and user fee for the new ADU units. The bylaws state the user fee is charged per unit. The bylaw language can be clarified to include ADUs. The ADUs would be their own unit so they would be charged a separate user fee of \$150.00. The ADUs would also be treated as new construction and would be charged the connection fee of \$7,550 which includes the \$50.00 permit fee. Mr. Langlais made a motion to approve the same fee as new construction to be the permit fee for the ADUs which will be proceeded by the amendment that will be added to the bylaws to include ADUs as new construction. Mr. Demers seconded the motion. Motion passes unanimously. Mr. Langlais made a motion to use the same user fee of \$ 150.00 per quarter for the ADUs. This would be treated the same way as multi families where the owner receives the bill until otherwise changed. Mr. Demers seconded the motion. Motion passes unanimously.

## **Next Meeting Date**

The next meeting date was set for February 25, 2025 at 5:00 PM.

## **6:05 PM – Adjournment**

The meeting adjourned at 6:08 PM