

APPENDIX B
MEETING MINUTES

CITIZENS ADVISORY COMMITTEE (CAC) MEETING

APRIL 13, 2010

Citizens Advisory Committee (CAC) Meeting
Phase II Draft Report
Town of Oxford Comprehensive Wastewater Management Plan (CWMP)
April 13th, 2010
Oxford Town Hall Conference Room¹

Members Present:

Donald Mosher, Chairman, Thomas W. Sullivan,
Ron Rheault, George Estevez, Courtney Rheault

In attendance:

Dave Manugian- Town Engineer
Meredith Zona - FST Engineer

The Meeting was called to order at 7:00 PM

The Chairman had the group re-introduce themselves and the Group they represented.

Phase I

Ms. Zona summarized the Phase I report for the group.

Phase II

Ms. Zona spoke to the Phase II numbers presented to the group and that they reflected the Town's needs projected out to the year 2030, and spoke to how several factors were included in the analysis including:

- *People use less water when they are on sewer vs. septic systems- trying to save money, etc.
- *The State strongly wants to keep the wastewater in the watershed from which it was drawn.
- *Thayer Pond Village has one of the oldest systems in Town and may be having I/I issues .
- *The State is really pushing for water re-use/recycling.

Mr. Sullivan mentioned how the Planning Board has a plan before them for a concrete plant that has a strong water/silt recycle program built into the plans, as an example of how this is happening in Town now.

- * The Federal Government is really pushing for the Military, etc. to recycle as much water as possible.
- * The State prefers that smaller treatment plants generally discharge into smaller rivers vs. larger plants being located on larger rivers.

Table 3-1 – Potential Groundwater Recharge Sites:

Ms. Zona explained how groundwater recharge vs. a traditional surface water discharge may be feasible in some areas of Town. The criteria used to establish the viability of groundwater recharge was in part driven by:

¹ Fay, Spofford & Thorndike revised the original meeting minutes to provide clarification or further explanation.

* Open parcels of at least 10 acres minus unusable acreage such as:

- Location inside a Flood Plain
- Wetlands
- Poor soil conditions
- Steep elevation changes within the parcel

Table 3-1 identified potential large sites possibly suitable for groundwater recharge such as sites 9, 10, and 11 combined.

Table 3-2 defines the criteria and values that were used to determine a site's suitability for groundwater recharge. Ms. Zona further explained how a lower score on this table represented a better possibility of use for groundwater recharge.

Tables 3-3, 3-4, 3-5

Ms. Zona explained these tables show the actual value of the groundwater recharge site for each of 3 groundwater recharge alternatives, and their overall ranking.

Table 3-3 shows the North focus area and its need to discharge 1.1 MGD (Million gallons per day), and the need to provide a redundant recharge area as well as the main defined recharge area; much like a homeowner needs to provide a backup septic system disposal area.

Mr. Rheault asked how the recharge site would be used - Would the effluent be pumped back from a plant to a potential ground discharge leach field? This is a potential possibility according to Ms. Zona, although it would be less costly to locate the treatment plant at the recharge site.

Mr. Rheault also asked how the sizing of a plant's capacity would be defined. According to Ms. Zona this is not reflected in the table.

Ms. Zona explained to the group how we could look at Oxford/Rochdale as an example of a small plant, vs. Upper Blackstone on Route 20 in Millbury as a large plant.

Table 3-4, Alternative 2 shows how 0.26 MGD would discharge in the North focus area after existing capacities at Oxford/Rochdale and the current discharge limits to Upper Blackstone were reached, possibly through groundwater recharge.

Table 3-5 shows expansion of the Oxford /Rochdale plant by 0.26 MGD. Ms. Zona further explained that the EPA frowns on that much additional flow to the French River, regardless of the water's source. Apparently, downstream the French River is showing negative effects of wastewater discharge. The Government is not keen on expanding or relaxing treatment plant discharge limits to the French River now.

Table 4-2 as explained by Ms. Zona summarized the alternatives we can use, including:

Leaving some septic systems in place.

Some wastewater goes to Oxford/Rochdale (ORSD).

Some wastewater goes to Upper Blackstone.

Some wastewater may go to Webster /Dudley.

Figures 4-2 thru 4-7 are graphical representations or flow charts depicting the different alternatives A-F.

Figure 4-2, Alternative A - North Focus Area Alternative:

This figure graphically depicts that flow would continue to go to ORSD up to its current capacity. Flow would also go to a new 0.258 MGD WWTP with groundwater recharge, and there would be 0.084 MGD to Upper Blackstone.

Figure 4-3, Alternative B – North Focus Area Alternative:

Shows an expansion of ORSD and 0.084 MGD to Upper Blackstone.

Figure 4-4, Alternative C – North Focus Area Alternative:

Uses existing capacity of ORSD and 0.084 MGD to Upper Blackstone.

Send everything else south to Webster/Dudley.

Figure 4-5, Alternative D – Town-wide Alternative:

Includes North, Central and South focus areas.

Expansion of OSRD with groundwater recharge to accommodate North area flows.

0.084 MGD to Upper Blackstone.

Send Central and South areas' flow south to Webster/Dudley.

Ms. Zona further explained that Webster/Dudley has a large capacity remaining; up to 60% after its expansion to 6 MGD is currently available.

Figure 4-6, Alternative E – Town-wide Alternative:

Shows 0.120 MGD to ORSD.

0.084 MGD to Upper Blackstone.

New 1.1 MGD plant located in Town with groundwater recharge.

Figure 4-7, Alternative F – Town-wide Alternative

ORSD and Upper Blackstone at current limits

Everything else south to Webster/Dudley – 1.1 MGD.

Table 4-3 - North Focus Area Alternatives:

Shows Capital costs, O&M costs and Present Worth costs to year 2030 for Alternatives A, B, and C.

Table 4-4 - Town-wide Alternatives:

Shows above costs for Alternatives D-F.

Ron expressed running new sewer lines to Webster/Dudley would be cheaper than running a plant in Town. Operations and maintenance costs swing back to the operators of the plant.

Next Steps:

Get Ms. Zona feedback/questions regarding data presented.

Work to present to Selectmen early in June (1st week).

Courtney asked if Alternative F shows all flow going to Webster/Dudley beyond the current capacity of ORSD and the allocation to Upper Blackstone (0.084 MGD). Ms Zona said yes, but DEP has not commented on the Phase I data yet.

Phase III

Ms. Zona will analyze alternatives more closely based on our committee, Town and Public inputs.

Ron asked Ms. Zona in her personal opinion what alternative works best. She spoke about how cost-wise expanding ORSD made a lot of sense. Ron also asked what would happen to the capacity still committed to the proposed Ashworth development if they went to foreclosure as well. The committee thought this might provide an opportunity for additional sewers, and discussed how the North Oxford Sewer Study Committee had presented to Selectmen a list of streets in the North focus area that were ready for sewer installation if/when capacity became available.

Don spoke about getting input back from the Selectmen's presentation from the Selectmen, possibly via a ranking system they could use to evaluate costs. The committee would also need to get public input, both positive and negative.

Ms. Zona explained how the input we get back from Selectmen, and Public, etc. will really drive Phase III planning.

Ron asked if we could investigate the availability of public funds –What kind of money is available from State or Federal levels.

Regarding funding, Dave Manugian said it might be advantageous to form a 3-town sewer district with Webster and Dudley. The Town could join up as a 3-town district and look for Grants or other Government monies. Perhaps our 2 partner towns would contribute towards the cost of getting the connection made to their system.

Public opinion needs to be gathered as to who is against sewer at any cost.

Sewer in the South end of town opens up a lot of potential growth area.

Chairman Responsibilities: To continue to work on the presentation to the Selectmen, reflecting some of the edits discussed by the committee.

Future Meetings

Next meeting was set for May 11th, 2010 at 7:00 PM in the Oxford Town Hall Conference room. Mr. Manugian will notify the Town Clerk.

Adjournment

Mr. Sullivan made a motion to adjourn at 8:10 PM.

Mr. Reault seconded the motion.

Motion carried 5-0.

Donald Mosher, Chairman

OXFORD TOWNWIDE SEWER STUDY COMMITTEE CWMP

SELECTMEN'S MEETING MINUTES

JUNE 15, 2010

**SELECTMEN'S MEETING MINUTES
JUNE 15, 2010**

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Members Present: Jennie L. Caissie, Henry J. LaMountain, Sr.,
Susan M. Gallant, Dennis E. Lamarche,
John G. Saad (arrived at 7:10 p.m.)
Also present was: Joseph M. Zeneski, Town Manager

OFFICE OF TOWN CLERK
OXFORD, MA.

Chairman Caissie called the Selectmen's Meeting to order at 7:04 p.m.

CITATION FOR JOYCE SIRARD

Chairwoman Caissie called Mrs. Sirard forward. She explained that the Citation was the result of an award that Mrs. Sirard received from the Patriot Newspaper at the Women's Recognition Night on May 2, 2010. The award received is called the Millie Henshall Award. Chairwoman Caissie read the Citation into the record (see attached). Mrs. Sirard said that it was an honor to receive the Citation from the Board of Selectmen. Mrs. Sirard said that when she came to a Selectmen's Meeting in 1987 to turn the Bandstand over to the Town, it was a gift meant for the Town. She said that all the funds to build the Bandstand were raised; no State or Town money was used. She said that all the activities that have been held at the Bandstand since 1987 have been paid for by funds from businesses in Oxford, the Arts Council and donations from the General Public. Mrs. Sirard said that they have never come to the Town to request taxpayers' money to fund any activity that is held at the Park. She thanked the Board members again and invited the public to the concerts at the Bandstand, which are held every Sunday in the month of August and are FREE to anyone wishing to attend. Selectman Lamarche thanked Mrs. Sirard very much for the wonderful building and her great efforts. Selectman Lamarche has received compliments from many out-of-town friends concerning the Bandstand. Selectman Gallant congratulated Mrs. Sirard and said, "It's a great gift!" Selectman LaMountain thanked Mrs. Sirard for always being there for the neighborhood kids and for the Town. Chairwoman Caissie also thanked Mrs. Sirard.

**COMPREHENSIVE WASTEWATER MANAGEMENT PLAN STUDY COMMITTEE
Presented by: Donald Mosher & Ron Rheault of the Committee**

Mr. Mosher said that he and Mr. Rheault were here to present Phase II of the Plan. Mr. Mosher reminded the Board that the committee presented Phase I on January 27, 2009 and he wanted to quickly recap that (see attached handout-Phase I Summary). Mr. Mosher said that the result of Phase I—the Townwide Need Analysis Report—was that there are three (3) focus areas in Town (North, Central and South) with twenty (20) sub areas (see attached Chart in handout). Mr. Mosher went on to present Phase II. He said that the purpose of Phase II is to present the most viable options available for solving Oxford's wastewater needs through input and involvement from the public, municipal officials and regulatory agencies. Mr. Mosher continued with the presentation for Phase II (see attached handout). Selectman Gallant asked when the committee would be back to the Board with numbers.

**COMPREHENSIVE WASTEWATER MANAGEMENT PLAN STUDY COMMITTEE
Presentation of Phase II Continued**

DPW Director Divoll said that numbers can be presented after there has been some progress on Phase III. Selectman Saad asked how long the study is good for. Mr. Mosher said, "My understanding is that it will be good for twenty (20) years." Selectman Saad said that right now, the Town does not have the money to do this and, unless there are sufficient grants to help fund a project this massive, there is no way that we can afford it. He said that we have to be perfectly blunt about that with the residents of this community. Selectman Saad said that the Board is certainly not going to put the residents in debt for a project that the Town can't afford. He would like to be sure that whatever is being spent for a study now, can effectively help the Town in the future without significant additional cost. Selectman Saad asked the committee to understand that and to keep in mind that this is not a project that is going to happen tomorrow. Mr. Mosher said that the committee understands that. Selectman LaMountain asked about the committee's intent for the plan. Mr. Mosher said that his intent is that the plan is good for twenty (20) years, but how it gets implemented, executed or phased in would be up to the Town. Selectman LaMountain asked if the committee has had communication with the Town of Webster and/or the Oxford/Rochdale Sewer Districts. Mr. Divoll said that they have had conversations with both the Town of Webster and the Oxford/Rochdale Sewer District and each one is interested in flow coming from the Town of Oxford. Mr. Divoll said, "How we do it. How we get there—is all part of this plan." Selectman LaMountain asked about regionalization and the meeting with Representative Kujawski, Webster and Dudley. Selectman LaMountain asked if that endeavor has gone any further or if it was just the one meeting. Mr. Divoll said that it was just the one meeting. Selectman Gallant (referring to the handout) said that the Central and South Districts are connected. She asked if Mr. Mosher could give her streets that are North, South, East and West. Mr. Mosher said that they can't do that right now, but he will get that information to her. Chairwoman Caissie wondered if there has been any discussions with some of the larger businesses in Town about bringing sewer in. Mr. Divoll explained that Market Basket and Home Depot have a package treatment plant, which is built on the site. Mr. Divoll said that the Town has had conversations with IPG and they would love to have a sewer. Mr. Divoll said that getting sewer to that facility requires that the Town go through the next phase of the project to satisfy the requirements of the Department of Environmental Protection (DEP). He further explained that the DEP would rather that sewers not be built. The DEP would like the sewage to be treated on site. Mr. Divoll said that perhaps there will be some kind of private/public partnership eventually. Selectman Lamarche asked if the Town would have to put a certain amount of infrastructure in for businesses to take advantage of tying into a sewer line. Selectman Lamarche asked if it would be a cost factor for the Town. Mr. Divoll said that it is likely that the Town would use a betterment process concerning sewer construction; similar to what was done on Beverly Street—each user paid a portion of the construction cost. Mr. Divoll said the cost would be borne by the betterment users. Chairwoman Caissie thanked Mr. Mosher and the committee members for their hard work and the presentation.

Selectman Gallant stepped away from the meeting table at 7:30 p.m., to avoid a Conflict of Interest since the next Agenda item concerned a liquor license.