



# **SEWER COMMISSION AGENDA & MEETING NOTICE**

***April 7, 2025***

\*\*\*Indicates item added after the 48 hour posting

**bold underlined** time = invited guest or advertised hearing  
(all other times are approximate)

Location: Town Hall, 2<sup>nd</sup> floor meeting room, 325 Main Road, Gill

6:00 PM Call to Order (If the meeting is being videotaped, announce that fact. If remote participation will occur, announce member & reason, & need for roll call voting)

## Old Business

- Review of Minutes from 2/10/25, 3/10/25

## New Business

- Review proposed sewer budget for FY26
- Review and sign Sewer Commitment 2025-004, if available
- Review draft grease regulations, if available
- Schedule next meeting (Tuesday, May 22<sup>nd</sup>?); discuss possible recurring meeting schedule
- Other business as may arise after the agenda has been posted.

## Adjournment

**TOWN OF GILL**  
**M A S S A C H U S E T T S**



**SEWER COMMISSION MEETING MINUTES**  
*March 10, 2025*

Called to Order: The meeting was called to order at 5:14 PM in the 2<sup>nd</sup> floor meeting room at the Gill Town Hall.

Members Present: Charles Garbiel (Chair), Greg Snedeker, Jeff Suprenant      Members Absent: Randy Crochier, David Conway

Others Present: Ray Purington, Town Administrator; Tim Batchelder, Erin-Leigh Hoffman, Kate Savage, and Chris Redmond.

Review of Minutes: No minutes were available for review.

Sewer Commitment: Suprenant made a motion, seconded by Snedeker, to approve and sign the sewer commitment 2025-003 in the amount of \$59,620.34 with a bill date of 2/17/25. Purington noted the bills have already been mailed by the Collector's office. The motion was approved by a vote of 3 in favor and 0 opposed.

Grease Regulations: No draft of grease regulations were available for review.

Update to Minimum Bill Amount: Purington explained the minimum quarterly bill to a sewer account with no use or very minimal use (less than 85 gallons of water during the quarter) is only \$4.00, and those accounts are enjoying the benefits of being connected to the sewer system without adequately contributing toward the cost of operating and maintaining the system. He presented a one-page handout with a preliminary analysis of the system's fixed costs and variable costs based on FY25 budget amounts included in the current sewer rate.

Variable costs are ones that are expected to increase as the volume of sewage increases, and include treatment/disposal fees paid to Montague as well as electricity and maintenance. The other expense categories are considered to be fairly independent of sewage volume. Of the total expenses of \$201,329, variable costs account for \$148,264 (74%) and fixed costs account for \$53,065 (26%).

If the fixed costs were apportioned to each sewer account it would amount to \$117.40 per sewer account per quarter. If this was done, the sewer rate could be decreased from \$0.3526/cubic ft to approximately \$0.24/cubic ft. The Sewer Commission felt more analysis was needed before changing the rate structure, but agreed the minimum billing should be increased immediately.

Several figures were discussed, and the consensus amount was \$75 per quarter. Purington noted that for the most recent sewer commitment there were two accounts charged the minimum \$4 and five other accounts with bills less than \$75. Suprenant made a motion, seconded by Snedeker, to change the minimum quarterly billing amount from \$4.00 to \$75.00 effective immediately. The motion was approved by a vote of 3 in favor and 0 opposed.

Sewer Budget: Purington distributed a copy of the FY25 budget spreadsheet for the sewer system and explained the format of the spreadsheet and the various categories of expenses. The Commission will review the proposed budget for FY26 at its next meeting.

Next Meeting: April 7, 2025.

Suprenant made a motion, seconded by Snedeker, to adjourn the meeting. The motion was approved by a vote of 3 in favor and 0 opposed.

The meeting adjourned at 5:55 PM.

*Minutes respectfully submitted by Ray Purington, Town Administrator*

*Signed copy on file. Approved on 04/07/2025*

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Greg Snedeker, Sewer Commission Clerk