

**BOARD OF WATER COMMISSIONERS
JUNE 19, 2013
MEETING ROOM 105**

Present: Brian Antonioli, Dave Keating, Jared Adams
Ron Sharpin, Doug Valovcin

Present: There was no public in attendance at the hearing

MEETING BEGAN AT 7:00pm.

WATER RATE HEARING

Mr. Keating made a slide presentation of the Water Department's current status and the proposed changes for Fiscal Year 2014 which begins on July 1, 2013. The agenda for the presentation was:

Background: Current Revenue and Expenses
Issues
Proposed Water Usage Rates
Examples
Public Input

(please see attached copy of the presentation)

The Board discussed the following options for Fiscal Year 2014 rates:

Increase water usage rates by 5%
Increase water usage rates by 7%
Increase water usage rates by 9%
Add another TIER to TIER structure of water rates
Charge BASE RATE for water usage and also increase rates by 9%
Change to MULTI-UNIT structure
Increase Fire rates by 10% (no increase in FY2013)

UNCOLLECTED REVENUE

The Board discussed the uncollected revenue issue for the Water Department. Options available to the Water Department include:

Charge finance charge
Warnings followed by turn-off of water service
warnings at 60 days or 30 days after due date

The Board discussed Bill Dowd's e-mail to the Board that gives his ideas on how to handle unpaid bills.

Board members agreed to place a notice either on the back of the bill or as an insert in the bill mailing that will state the Water Department's policy on overdue bills.

If the Board decides to charge interest, a By-Law change would be required, and the Board must place an Article on the Town Meeting Warrant.

The Board decided to **not** charge a finance charge on property owners who owe less than \$100.00 on their account.

Mr. Keating made a motion: **"Motion to get appropriate By-Law changes to charge interest on overdue water bills"**

Mr. Antonioli seconded the motion.

Mr. Antonioli, Mr. Keating, and Mr. Adams voted in favor of the motion.

WATER RATE AND FIRE RATE INCREASE DECISION

At the Board members' request, Mr. Keating used his computer to make changes to the EXCEL spreadsheet so that the Board could view changes to water rates from 9% to 15%. They were interested in the ramifications to the budget and to the WATER SURPLUS FUND.

The water rate increase of 15% appeared to be the best solution because of the need to add to the WATER SURPLUS FUND which was depleted by the Finance Committee's request to close out Town Meeting Articles rather than agree to the Water Department's plan to borrow money. Board members continued to discuss all of the proposed increases because of their reluctance to increase the rate by 15%.

Eventually, the Board agreed that a 15% increase to water rates would allow the Water Department to begin paying back the amount to the WATER SURPLUS FUND that was removed last year at the request of the Finance Committee.

The Board decided to increase the fire rates by 10%.

Mr. Keating made a motion: **"Motion to increase fire rates by 10%, and water usage rates by 15% for Fiscal Year 2014"**

Mr. Adams seconded the motion.

Mr. Adams, Mr. Antonioli, and Mr. Keating voted in favor of the motion.

WATER RATE HEARING CLOSED at 9:30pm.

WATER SURPLUS ARTICLE CLOSURE

Mr. Sharpin prepared 3 copies of a letter requiring the signature of the Chairman. The letter requests that the Finance Committee allow the Water Department to close out ARTICLE 58917 for \$101,699.00 and also explains the reason for the request.

Mr. Keating asked Mr. Sharpin for verification that this was a proper time to close out the Article. MR. Sharpin assured the Board that this was correct time to close the Article.

Mr. Adams made a motion: **“Motion that the sum of \$101,699.00 remaining in ARTICLE 58917 be closed out and returned to the WATER SURPLUS Fund on June 30, 2013, the end of the Fiscal Year”**

Mr. Antonioli seconded the motion.

Mr. Keating, Mr. Adams, and Mr. Antonioli voted in favor of the motion.

Mr. Keating signed the letter which Mr. Sharpin will forward to the Finance Committee Chairman.

(Note: The incorrect article number, 58917, was corrected to 589227 and reported at the July 10, 2013 meeting.)

WATER DEPARTMENT POSITIONS

The Temporary Summer Help position has been posted.

Mr. Sharpin announced that the Systems Operator position will be advertised soon.

WATER SUPERINTENDENT SEARCH

The clerk announced that there have been no applications received as of today for the position of Water Superintendent.

WELL#4 TREATMENT PLANT PROJECT EXTENSION

Mr. Sharpin told the Board that substantial work on the Well #4 ACTIFLOW SYSTEM project will be completed by July 28, 2013. DeFelice Corporation, project contractor, has requested an extension to October 31, 2013. The pump house is expected to be delivered mid-July 2013.

Mr. Adams made a motion: **“Motion to grant an extension to October 31, 2013 to DeFelice Corporation related to Well #7 project”**

Mr. Keating seconded the motion.

Mr. Antonioli, Mr. Keating, and Mr. Adams voted in favor of the motion.

MINUTES REVIEW

The minutes of May 6, 2013 and May 22, 2013 were distributed at the meeting.

Mr. Adams made a motion: **“Motion to approve the minutes of April 24, 2013
As written”**

Mr. Antonioli seconded the motion.

Mr. Antonioli, Mr. Adams, and Mr. Keating voted in favor of the motion.

DOCUMENTS

Presentation of Proposed Changes to Water Rates

Letter to Finance Committee requesting closure of ARTICLE

E-mail from Bill Dowd regarding Water Rate Proposal

Report on Well #7 ARTICLES 589211, 589221, 589227, 58917, and 589215

Report on Well #4 589226, 589215, and 589789

Letter from DeFelice Corporation Manager Stew McCormack to Ali Parand
With attached schedule

Winston Builders' Updated Project Schedule

E-mail from Paul LeBeau regarding Draft of Water Rate Hearing Material

INVOICES AND CHANGE ORDERS

Invoices and change orders were signed at the meeting.

Mr. Antonioli made a motion: **“Motion to adjourn”**

Mr. Keating seconded the motion.

Mr. Keating, Mr. Adams, and Mr. Antonioli voted in favor of the motion.

The meeting adjourned at 9:45pm.

Next BWC meeting – Wednesday, JULY 10, 2013 at 6pm

Respectfully submitted,

Tricia Keating
Clerk

Approved 7/24/13 as written