

Attendees

Water and Sewerage Board Members

Christian Carpenter
Bill Harvey
Clair Meehan
Dave Pucci (virtual)

Town

Frank Gervasio – Town
Maurice Goulet – Town
Megan Rogers – Town

Other

Christine McCue Potts - Resident (virtual)
Teresa Prego - Resident (virtual)
Scott Salvucci - Woodard & Curran (virtual)
John Harney - Resident (virtual)

Water & Sewerage Board Meeting

Agenda

1. Approval of outstanding meeting minutes
2. Review FY 2024 operating budget draft from DPW Director
3. Review FY 2024-2029 draft capital projects
4. Water and sewerage rate discussion

New Action Items during This Meeting

#	Item	Responsible	Due
1.	Follow up with T. Prego regarding Article 32 of the Warrant	F. Gervasio	April 2023

Holdover Action Items

#	Item	Responsible	Due
1	Clarify the process of refinancing bonds with Town Accountant	F. Gervasio	Mar 2023
2	Prepare list of unused funds from previous W&S articles	M. Rogers	Mar 2023
1.	Examine terms of agreement related to reimbursement of use of spare VFDs in water treatment plant commissioning	M. Goulet	Mar 2023
2.	Present updated list of ARPA projects to Board of Selectmen	F. Gervasio	Feb 2023
3.	Draft annual report	B. Harvey	Mar 2023

The Board Meeting was called to order at 8:02 am.

1. Approval of outstanding meeting minutes: 03 March 2023

This item is open.

2. Review of Status of Board Holdover Actions List

a. *Clarify the process of refinancing bonds with the Town Accountant* - This item is open.

b. *Prepare list of unused funds from previous W&S articles*-- Completed.

c. *Examine terms of agreement related to reimbursement of use of spare VFDs in water treatment plant commissioning*— This item is open.

d. *Present updated list of ARPA projects to Board of Selectmen*— Completed B. Harvey met with the BOS at the 07 March 2023 meeting.

e. *Draft annual report*— This item is open.

3. Review FY 2024 operating budget draft from DPW Director

B. Harvey confirmed the FY24 operating budget was created under the assumption that the increases in electricity costs are going to be offset by the high efficiency of the new WTP. One year of data from the WTP will confirm these assumptions, and any necessary changes can be made for future operating budgets. Increases in chemical costs in the budget come from quoted prices from vendors.

C. Carpenter motions to increase the standard approach of using \$100,000 for operating emergency reserve funding for each the Water Department and Sewer Department. C. Meehan seconds.

Vote: Aye unanimous

Motion passes

B. Harvey noted revenues from water usage from last year were down due to the drought, however connections fees made up much of the difference.

C. Meehan motions to approve the Water Department's operating budget for FY24 of \$1,245,291 and Sewer Department's FY24 operating budget of \$1,455,967. C. Carpenter seconds.

Vote: Aye unanimous

Motion passes

4. Review FY 2024-2029 draft capital projects

Water

M. Goulet confirms there is a request of \$100,000 to cover engineering costs of the Water Main Replacement Study, which will be financed by bond proceeds.

Sewer

M. Goulet confirms additional requests of \$125,000 for I&I and \$100,000 for SCADA Improvements have been included in the budget. Each of these projects will be financed from retained earnings.

C. Carpenter motions to approve the Water FY24 capital projects of \$200k to be paid out of bond proceeds, and the Sewer FY 24 capital projects of \$225k to be paid from retained earnings. C. Meehan seconds.

Vote: Aye unanimous

Motions passes

5. Water and sewerage rate discussion

The new rate sheet from F. Gervasio tracks funds from the W&S operating budgets that were not used, leftover funds from bond proceeds for future projects, and warrant articles in process. The new rate sheet also uses actual rate revenue from the previous year, multiplied by the new rates, to calculate projected revenue for the upcoming fiscal year.

C. Carpenter does not have any challenges to underlying assumptions. C. Meehan agrees.

B. Harvey suggests taking additional funds from emergency reserves to account for any changes in expenditures that will close back to retained earnings next fiscal year if unspent.

The Board will look into details of expected changes in rates for FY24 in future meetings.

6. Other new business

The Board has been asked to attend an upcoming warrant committee meeting and B. Harvey will send out a doodle to confirm attendance.

T. Prego asks for a copy of the meeting materials including the discussed chart.

C. McCue Potts asked about the chemical line item increase for FY24. M. Goulet confirms the bid will not go out until the budget is approved at Town Meeting. C. Carpenter also confirms that there is a \$25,000 increase in each of the Water & Sewer budgets while waiting for final bid figures.

T. Prego asks about the Summary of Requirements from the Consent Order, and what the Sewer Department is doing to comply. C. Carpenter confirms that this was discussed in prior meetings and answers can be found in previous meeting minutes.

T. Prego asks if the Warrant Committee Meeting is related to Article 32. F. Gervasio will follow up with T. Prego.

C. Meehan motioned to adjourn the meeting, and C. Carpenter seconded. Vote: Aye unanimous
Motion passes

Meeting adjourned at 9:17am.