

**Attendees**

***Water and Sewerage Board Members***

Christian Carpenter  
Bill Harvey  
Clair Meehan  
Dave Pucci

***Town***

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

***Other***

Chris McCue Potts - Resident (virtual)

***Water & Sewerage Board Meeting***

**Agenda**

1. Water and sewerage capital and operating budgets FY2024 review and approval
2. Outstanding minutes review and approval

**New Action Items during This Meeting**

#	Item	Responsible	Due
1.	Post approved meeting minutes to the Town website.	M. Rogers	April 2023

**Holdover Action Items**

#	Item	Responsible	Due
1.	Clarify the process of refinancing bonds with Town Accountant	F. Gervasio	Mar 2023
2.	Examine terms of agreement related to reimbursement of use of spare VFDs in water treatment plant commissioning	M. Goulet	Mar 2023
3.	Draft annual report	B. Harvey	Mar 2023
4.	Follow up with T. Prego regarding Article 32 of the Warrant	F. Gervasio	April 2023

The Board Meeting was called to order at 8:05am.

**1. Review of Status of Board Holdover Actions List**

- a. *Clarify the process of refinancing bonds with the Town Accountant* - This item is closed.
- b. *Examine terms of agreement related to reimbursement of use of spare VFDs in water treatment plant commissioning*— This item is open.

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

*d. Follow up with T. Prego regarding Article 32 of the Warrant*— This item is closed.

## **2. Water and sewerage capital and operating budgets FY2024 review and approval**

B. Harvey confirms that unused bond proceeds cannot be used for certain operating expenses. The two items of the Water Main Study and the SCADA Improvements that were previously approved capital items at the 24 March 2023 meeting must be amended to be paid out of retained earnings.

B. Harvey suggested a motion to change the previously approved water capital projects of \$200,000 Water Main Study funded by bond proceeds to now be funded by retained earnings. So moved by C. Carpenter. C. Meehan seconds.

Vote: Aye unanimous.

Motion passes.

C. Carpenter reminded the Board of the 3% COLA increase that will influence the operating budgets.

The Water Operating budget will be updated to reflect a 13.7% increase from FY23 with the COLA increase, totaling \$1,260,126.00.

C. Carpenter motioned to accept FY2024 operating budget request for Water of \$1,260,126. C. Meehan seconds.

Vote: Aye unanimous.

Motion passes.

The Sewer Operating budget will be updated to reflect a 8.7% increase from FY23 with the COLA increase, totaling \$1,466,089.00.

C. Carpenter motioned to accept FY2024 operating budget request for Sewer of \$1,466,089. C. Meehan seconds.

Vote: Aye unanimous.

Motion passes.

## **3. Outstanding minutes review and approval**

### **03 March 2023**

C. Carpenter suggested edits to the phrasing of item number six, clarifying the use of proceeds from prior bond sales.

C. Carpenter motion to accept as edited. C. Meehan seconds.

Vote: Aye unanimous.

Motion passes.

### **24 March 2023**

C. Carpenter suggested edits to clarify the phrasing of increasing the standard approach for operating emergency reserves and differences in revenue projections.

C. Meehan motions to accept as amended. C. Carpenter seconds.

Vote: Aye unanimous.

Motion passes.

**4. Other new business**

B. Harvey attended multiple Town meetings and met with Eric from Environmental Partners regarding PFAS. B. Harvey confirmed that upcoming W&S Board meetings will discuss rate setting, PFAS, and liaising with other committees both within the Town and regionally.

C. Carpenter agrees that opening dialogue is important and these relationships will be a good starting point.

C. McCue Potts asked if the Board is still using the Water Main Replacement Schedule that was presented to the Select Board about a year ago, or did that change?

M. Goulet confirms the Water Main Replacement Schedule was used as a placeholder. They are not holding to that schedule, but will have a more finalized schedule and cost total once the study is completed.

C. Meehan motioned to adjourn the meeting, and C. Carpenter seconded.

Vote: Aye unanimous

Motion passes

Meeting adjourned at 9:16am.