

**BOARD OF SEWER COMMISSIONERS
MEETING MINUTES**

July 14, 2016

Carby Street Municipal Office Building, Champagne Meeting Room

The meeting was called to order at 8:03 am

Present:

Commissioners: Jim Connors, Chair, Frank MacPherson and Tony Antonellis
Staff: Todd Korchin, Jeff Bina and Rich Barry
Daniel Bailey (Pierce Atwood LLP)
Pam Dukeman and Laura Bucari

Minutes recorded by Tish Healey

Opening Comments

Pam Dukeman introduced Laura Bucari, the new employee in the Finance Department who will be replacing Sheila Nee. Jim Connors and the Sewer Commission praised the work and service of Sheila Nee.

Tony Antonellis inquired about the Department of Public Works/ Sewer site expansion plan. Todd Korchin stated that the site plan is part of the department's capital improvement request of approximately \$18.0 million. Tony requested that a copy of the plan be sent to the Sewer Commission

FY 2016 Financial Recap and Sewer Rate Discussion

- Pam Dukeman, Finance Director, presented the 2016 Fiscal Year Sewer Department Finance Report. The Sewer Department is in strong financial standing.
- Pam reviewed the outstanding sewer fund debt. Currently, we have \$2,085,446 in outstanding debt. The remainder of a 20 year bond and the outstanding debt of \$443,984 will be fully paid in FY19.
- Pam Dukeman recommends a FY 2017 sewer rate increase of 1.5%, which would amount to an increase of \$9 per year for the average homeowner's sewer bill.
- The Final MWRA assessment was higher than estimated by \$73,765. The original estimate was based on a 2% increase, with the final assessment coming in at a 5.1% increase. Jim Connors would like an inquiry into the reason for the 5.1% increase. How do we compare with other towns and can we expect this increase to be the standard? Pam Dukeman and Jim Connors will review the MWRA final report.
- Does the unreserved balance include the \$500,000 from Benchmark and the \$450,000 of University Avenue funds being held in escrow? Pam Dukeman to review and report back to the Board.

Frank MacPherson made a motion to approve the FY 2017 sewer rate increase of 1.5% based on Pam Dukeman's recommendation. Jim Connors seconded the motion and would like the rate increase to be contingent on the determination of the Benchmark and University Avenue funds. Vote to increase the FY17 sewer rates by 1.5% approved unanimously by the Sewer Commission.

Jim Connors motioned to move \$250,000 from the unreserved balance fund to the emergency repairs reserve fund, seconded by Tony Antonellis and approved unanimously. Jim Connors made a motion to pay the \$46,800 FY 2017 MWRA no interest loan payment out of the unreserved balance, seconded by Frank MacPherson and approved unanimously.

Tony Antonellis exited the Sewer Commission meeting at 8:47 am.

Other Business that may come up properly before the Board

I/I Update-

The total amount appropriated for I/I is \$666,000, which was approved at the May 2016 Town Meeting. The \$666,000 available consists of a \$432,000 grant and a MWRA 5 year no interest loan of \$234,000. EPG is anticipated to have results of their study by September 2016 and we anticipate the work to be bid in early October 2016. The project will be conducted in several phases and will include sewer pipe lining. Jim Connors would like Jeff Bina to work with EPG to quantify the I/I savings and report back at a future meeting.

Adjourn: Motion to adjourn at 9:05 am by Mr. Connors, seconded by Mr. MacPherson.

Approved:

Date



10/20/16

Sewer Commission, Clerk