

BOARD OF SEWER COMMISSIONERS MEETING

June 13, 2011

50 Carby Street, Champagne Meeting Room

Minutes

2638

The meeting was called to order by Mr. Antonellis at 8:00 a.m.

Present: Mr. Antonellis, Mr. MacPherson, Mr. Connors, Mr. Angelo, Ms. Quiram, and Ms. Collins. Minutes were recorded by Ms. Collins

MINUTES:

The Minutes of the March 14, 2011 meeting were accepted as written.

RULES/REGULATIONS/STANDARD:

Since the last Commission meeting, Mr. Angelo met with Mr. MacPherson and went over the Rules and Regulations and made some changes. Mr. Antonellis suggested that a proposed document be posted on the website for one month before the Rules and Regulations are published. The Commission approved the Rules and Regulations, pending appropriate changes after comments are received and responded to. Upon a motion duly made and seconded, the Commission voted to post the Rules and Regulations for a 30 day period and gave Mr. MacPherson final approval authority.

SECOND METER AND BILLING POLICIES:

Ms. Quiram showed an example of an account that properly sent in second meter readings and one that missed a second meter reading and how that impacts the billing process and the credit given. She also indicated that there are alternative models for dealing with outdoor water use on sewer bills that work in other communities. The Commission requested that staff survey other towns similar in size, i.e. Concord, Wellesley to determine what billing methods they use; and suggested seeing a map of the second meter users in town. The Commission agreed that we should continue to look at how we bill second meters over the next 6 months to see if there is a better way. Mr. Antonellis asked that, in the Rules and Regulations, staff make sure that Section 4 page 17 Billing Disputes Second Meter and the process and violation penalties in section 5 be made consistent with our policy. It was also suggested that the Rules and Regulations deal with the issue of the process for how modifications will be made to the Rules and Regulations.

Upon motion duly made and seconded, the Commission voted that staff will not go back for a period longer than one year for a second meter adjustment.

CDM UPDATE:

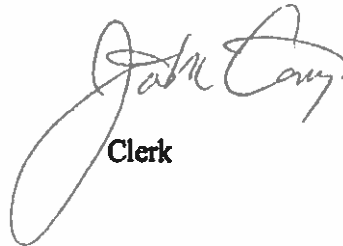
Language in the contract is completed. The contract needs to be signed after the money is allocated on July 1<sup>st</sup>. Mr. McCusker, Ms. Dukeman, and Mr. Jailliet will sign first, and then Mr. Connors will sign as authorized by the Commission at the last meeting.

**NEXT MEETING**

The Commission has asked staff to check with Ms. Dukeman on the rates for next meeting. The Commission has blocked time for meetings on July 28<sup>th</sup> at 8:00 AM and August 10<sup>th</sup> at 8:00 AM. Staff will let the Commissioners know if just one meeting is needed or both and will confirm the dates and times.

The meeting adjourned at approximately 9:00 AM

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "John Long". The signature is written in black ink and is positioned above the word "Clerk".

Clerk