

WEST NEWBURY BOARD OF WATER COMMISSIONERS
MEETING JANUARY 5, 2017
11:30 A.M. WATER DEPARTMENT OFFICE

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2017 FEB 14 AM 11:40

Commissioners present: Robert Janes, Chair, Larry Corcoran and Dick Cushing
Mike Gootée, Water Superintendant and Jodi Bertrand, Administrative Assistant

Meeting called to order at 9:12.

Reviewed correspondence, balances and meeting minutes from December 6th. Bob Janes moved to approve minutes, unanimous.

Dole Place New Source- Gootée has no update

Subdivision (Neve) off Sullivan's Court: Neve has not contacted department or sent \$3,000.00 bill. No new updates.

New Wellsite- Commissioners agreed to funding proposal from BOS.

Water Rates- Gootée went over a handout to discuss the current vs. proposed rates & charges. According to Doug's rate study we should be raising the base rate on the next billing. The Water Commissioners voted to raise the base fee to \$40.00 on April 2017 bills.

Doug is in favor of a \$75.00 assessment fee for four billing periods (\$300,000) for the purchase of land located at 31 Dole Place for a new water source as a separate line on the water bill so each customer would see that charge. Once the \$300,000 is collected the charge would be removed from the bill. A separate revenue account would need to be created to track the collected monies.

The Community Preservation Committee (CPC) has a January 13th set deadline for eligibility and funding applications to be submitted. Gootée and Commissioners are concerned that no one is speaking with CPC and that no information is being shared with them. Gootée and Commissioners drafted some items for Bob to discuss with Joe Anderson so the Water Dept can move ahead with the 2 capital projects (tank and wellfield development) we need to know which direction the BOS is moving so purchase and project decisions can be made.

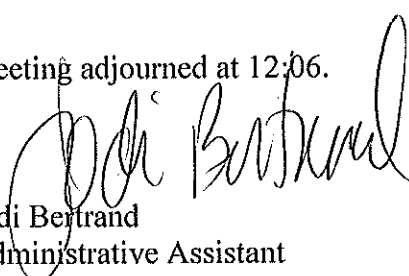
FY 2018 Budget- Gootée reviewed the budget packet and time lines sent up from Mike Bertino. Town Meeting will be on April 24th. Gootée went over the 3 scenarios' for budget increase/decrease. On the Salaries & Wages Gootée will submit the 0% as requested from FinCom as well as the request for 0% increase for Mike and Mark and \$2.00 increase for Bertrand. If Selectman decide to give the employees 2% Gootée will change the S&W line item for Mark and himself at this time. Water Commissioners approved the budget payroll for 2018. Gootée will reprint the budget & payroll to what will be submitted and Commissioners can look at it before the 9th.

Other Matters:

- Janes will get to Gootée's performance report after the budget and other issues are done.

- Bertrand will talk to Sue/finance about how she collects credit card payments and how the Water Departments collections would be separated.
- Bertrand will call CUSI to ask if there are any examples of the statement we use with a 2 payment remittance stub.
- Discussion on moving bill dates to accommodate the Finance Dept. and help Sue, Treasurer/Collector when collecting payments for bills. Looking into 2 scenarios which will be discussed at the next meeting.

Meeting adjourned at 12:06.



Jodi Bertrand
Administrative Assistant