

WEST NEWBURY BOARD OF WATER COMMISSIONERS  
MEETING JANUARY 25, 2017  
11:30 A.M. WATER DEPARTMENT OFFICE

RECEIVED  
TOWN CLERK  
WEST NEWBURY, MA  
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 9:08.

**Dole Place New Source-** Janes discussed land/plan with commissioners.

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

**Proposed Wellsite-** Janes will email Joe Anderson about meeting next Monday after the BOS meet on another topic at 6pm, this is in reference to what Janes and Anderson both discussed Thursday on the 19<sup>th</sup>.

**FY 2018 Budget and Articles-** Gootée said FinCom and Finance Director will meet with Water Dept. February 13<sup>th</sup> time will be given at a later date. Gootée handed out punch list of changes, articles and budgets items.

**Other Matters:**

- Janes and Gootée did a draft of a letter to send to residents regarding all the changes and rate increases.
- Open discussion on billing dates and due dates. After trying to accommodate a better billing month for the Finance Department we figured out that we cannot change the read dates because we need the revenue from all billings within the fiscal year for budget. Janes suggested changing the April and October billings to be sent out at the beginning of the month and we all found that we could then allow the due date to be 60 days instead of 30. Bertrand will have bills ready to send by April 3<sup>rd</sup> and the due date will be May 31<sup>st</sup> on this spring billing. Mark will be reading next week and will be completed by end of February which gives Bertrand the month of March to process and have Mark go back for re-reads.
- Bertrand will also look into having credit and debit card access online for the next fall billing.

Meeting adjourned at 10:40.

  
Jodi Bertrand  
Administrative Assistant