

WEST NEWBURY BOARD OF WATER COMMISSIONERS
MEETING NOVEMBER 15, 2023
10:00 A.M. WATER DEPARTMENT OFFICE

Commissioners present: Bob Janes, Chair, Larry Corcoran and Jack Duggan
Mark Marlowe Superintendent and Jodi Bertrand, Administrative Assistant
Angus Jennings, Town Manager and Rick Parker, Select Board

Meeting called to order at 10:06.

Review balances, correspondence and draft minutes from October 12th and October 19th. Janes moved to approve minutes, unanimous. (Executive session minutes from May 5th and August 17th being held)

Tata & Howard Draft Rate Study and Distribution Study: Jennings had the Distribution Study that was sent from Tata & Howard and Jennings, Janes and Marlowe found things that were sent to be changed and they did not change. Jennings had at least 25 tabs on pages showing proofing errors. Marlowe will contact Jon and ask him if they sent the wrong copy without changes.

Water Rates- Duggan gave handout of rate study through Mass.Gov. Duggan noted that the Conservation Rate should be 50% above the Base Rate. Our tiers are only 20% which would allow us to raise the rate considerably. Discussion on adding a 3rd tier that would focus on the large water users that use irrigation and do not conserve water. Duggan would also like to use Excel to show more details in each usage category to show at a possible upcoming forum with Town to make it easier for them to see scenarios in rate increases. Duggan based his scenario on the Mass.Gov best practices for Water Billing Rates on their website.

Possible Testing Sites (Dole Place)- Jennings will let us know when Weston & Sampson will be on agenda at the Monday 20th Select Board Meeting. Duggan mentioned having a summary of the Mayer Study from previous years which had a lot of different locations around town. Duggan would like the Select Board to scale down the scope that Weston & Sampson is proposing. Jennings mentioned if there are reports/materials that they have not seen that would be great to have for the meeting. Duggan would like to look through the Wellfield Exploration files to pull out anything having to do with sites W&S would have in scope of study. He also mentioned the GIS overlay map that had been recommended to look. Duggan would like to give this information to the Select Board to be prudent so that they do not spend money on study for things that have already been done/looked at.

Lead Service Line Inventory and Database: Tata & Howard

Capital Improvements: Discussion regarding which water mains/streets should be done in the near future which are failing or need to be improved now. Parker requested that the Capital Plan Excel spreadsheet that Gootée had done be updated and make comments on each Street that should not be on the "20 year plan". He would like to compare to Tata & Howard Study information.

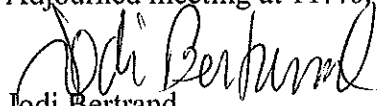
Other Matters:

- Town Report due in December
- Tata & Howard would like to send out to bid Church and Prospect project November 29th. Commissioners agreed, unanimous.
- Jennings will send information regarding Hilltop Securities (Teams) meeting Monday, November 20th at 1:00. He can set up 1st Floor Conference room so everyone can attend.
- Parker asked if Georgetown Road would ever be considered to run a line from Crane Neck and tie all those customers in to water system. (approximately 30 homes) There is a landfill in this area and the residents were concerned at one time about what could be there. Therefore, there may be residents that would like to tie in and financially want to pay to run water main.
- Janes would like to set a specific day for future Commissioners Meeting. The Second Wednesday at 10:00 was decided. Bertrand will email Larry to see if this works for him. Bertrand will update Website.

Jennings left the office 10:55.

Corcoran left office at 11:25.

Adjourned meeting at 11:40.


Jodi Bertrand
Administrative Assistant