

WEST NEWBURY BOARD OF WATER COMMISSIONERS  
MEETING FEBRUARY 14, 2024  
10:00 A.M. WATER DEPARTMENT OFFICE

Commissioners present: Bob Janes, Chair and Jack Duggan  
Mark Marlowe Superintendent and Jodi Bertrand, Administrative Assistant  
Rob Phillips, Finance Committee and Rick Parker, Select Board

Meeting called to order at 10:10.

Angus Jennings, Town Manager

Review balances, correspondence and draft minutes from January 10<sup>th</sup>. Janes moved to approve minutes, unanimous. (Executive session minutes from May 5<sup>th</sup> and August 17<sup>th</sup> being held)

**Water Rates-** Duggan had a presentation of the rationale for rate changes. He showed the total Operating Expense Budget and Revenues needed to break even based on Water User Charges only. (994k) He then showed graphs of the West Newbury and Newburyport Water production. This data will be collected and used to show for future calculations. Duggan showed the base rate and conservation rates usage and also showed per billing, spring and winter. Duggan went through a few scenarios on what the Base and Conservation rates could look like, how much we would purchase from Newburyport and pumped from West Newbury.

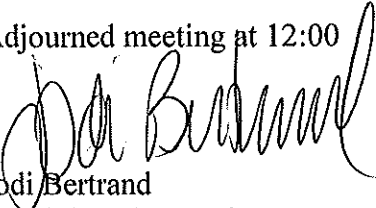
**FY25 Budget and Article-** Rob Phillips discussed the budget line items. Mark will also take off the article for the tapping machine and purchase using the article for Equipment and Materials.

**Possible Testing Sites-** no updates

**Other Matters:**

- Parker mentioned that the Select Board would be looking for a percentage of ARPA Funds back since the Water Main bid price came in lower. Discussion came up again after Angus Jennings came into meeting and he said thought this was a terrible idea and hoped the Select Board does not entertain this.
- Bertrand will post another meeting next Wednesday, February 21<sup>st</sup> at 10:00 to have an updated Rate Discussion since we just learned the debt would be approx 100k more than anticipated. (Bertrand will also get these figures from Jenny Walsh for the rate discussion)The Budget for FY25 can also be approved and finalized.
- Commissions approved the Distribution Study. Bertrand will talk to Walsh so she can release the check being held for Tata & Howard. Bertrand will also post it on the website.

Adjourned meeting at 12:00

A handwritten signature in black ink, appearing to read "Jodi Bertrand". The signature is fluid and cursive, with the first name "Jodi" and last name "Bertrand" clearly distinguishable.

Jodi Bertrand  
Administrative Assistant