

RECEIVED

MAR 15 2017

2:45pm

Town of Ayer

TOWN OF AYER

WATER AND SEWER RATE REVIEW COMMITTEE

Meeting Minutes for February 22, 2017, 3:30pm

Attendance: Jannice Livingston, Mary Spinner, Lisa Gabree, Rick Skoczylas, Mark Wetzel, Niel Middleton, Pam Martin, Robert Pontbriand

Call to Order: The meeting was called to order at 3:30pm by J. Livingston in the First Floor Meeting Room of the Ayer Town Hall.

Approval of Meeting Minutes:

The Committee reviewed the DRAFT meeting minutes from the December 5, 2016, meeting.

Motion: A motion was made by R. Skoczylas and seconded by M. Spinner to approve the December 5, 2016, meeting minutes. **Motion passed (8-0).**

R. Pontbriand summarized the schedule for the Rate Hearing with the Board of Selectmen to be scheduled to take place in March but no later than the beginning of April. This will be a public hearing as part of the Board of Selectmen's Meeting. We will need a formal presentation for the Board. The Board will hear the presentation; ask any questions they may have; open it up to the public for any questions; and then they will deliberate and vote on the rate recommendations from this Committee.

L. Gabree stated that the presentation should contain an overview of the FY 2018 water and sewer rates and demonstrate how we plan to pay for the various Wastewater Treatment Plant improvements which will total approximately \$6 million over the first three years.

M. Wetzel stated that perhaps there are some revolving loan funds available which could be used.

Review/Discussion of Proposed FY 2018 Capital Projects for Water and Sewer Divisions:

M. Wetzel provided the Committee with an overview of the proposed FY 2018 Capital Project for the Water and Sewer Divisions. He advised the most significant capital project for FY 2018 is the \$5,250,000 for the Wastewater Treatment Plant Improvements.

L. Gabree stated that this is the most significant project in terms of impacting the sewer rates.

Review/Discussion of Proposed FY 2018 Water and Sewer Rates:

L. Gabree provided the Committee with an initial overview of the proposed FY 2018 Water and Sewer Rates. She advised that based on the water and sewer rate model it appears that for FY 2018 there will not be a rate increase needed for the water enterprise fund. There is an adequate surplus in the water enterprise fund to cover the water capital and other costs for FY 2018.

L. Gabree further advised that in terms of the Sewer Enterprise Fund there is not the same adequate surplus as in water and with the significant capital for the Wastewater Treatment Plant upgrades there is a need for a rate increase for sewer. At this time, it is looking to be a 4% increase in the sewer rate but hopefully can be adjusted to the range of 3.5% to 3.8%. I am still working on it.

J. Livingston stated that is good news about not having to increase the water rates this year and do your best with respect to the sewer rates.

Scheduling of Next Meeting: The Committee scheduled the next meeting for March 9, 2017, at 3:30pm.

Adjournment:

Motion: A motion was made by R. Skoczylas and seconded by M. Spinner to adjourn the meeting at 4:15pm.

Motion passed (8-0).

The meeting adjourned at 4:15pm.

Minutes recorded and submitted by R. Pontbriand, Town Administrator.

Minutes reviewed and approved by the Committee on March 9, 2017.

Signed:  3/9/2017

Robert A. Pontbriand
Town Administrator