



# WATER & SEWER COMMISSION

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## Minutes of the Water & Sewer Commission meeting 3/28/2019

Meeting held at Council on Aging, 227 Chace Road, East Freetown, MA

7:00PM Meeting called to order by Bob Parker  
Members present: Bob Parker; Paul Sadeck; Brad Paiva  
Staff present: Keven Desmarais; Steven Chandler  
Meeting recorded by: Paul Sadeck

2019 MAY 13 AM 11:15  
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### ATM Warrant Articles for Water & Sewer Enterprise Fund Operating Budget

- There are two Articles to be included in the Annual Town Meeting Warrant
  - Approve funds for FY2020 operating budget in the amount of \$856,813.  
(see *Calculation of Revenue* below).
  - Repurpose \$39,500 of the unused appropriation in the Water Capital Project Fund voted at the Special Town Meeting June 5, 2017, Article 4, and to repurpose \$30,500 of the unused appropriation in the Water Capital Project Fund voted at the Annual Town Meeting June 5, 2017, Article 19; for a total of \$70,000.  
(see *Request Funds* below).

### Calculation of Expected FY20 Revenue

- Based on the budget request submitted by the Commission for FY2020, Kim Fales, Town Accountant, looks at revenue for current year and projects/budgets for revenue for upcoming FY (fiscal year). Revenue projections fall short of budget request by \$50,000 and Kim suggests utilizing funds from Certified Retained Earnings towards FY2020 budget which will fund the departments emergency reserve portion of the budget.
- To bring operating budget in line with revenue, Kim suggests two options:
  - The Commissioners review the proposed budget and see if there are line items that they may want to reduce based on current year usage.
  - Look at projection for revenue and consider increasing rates to cover the budget.
  - Could be a combination of both of the above suggestions.
- Paul Sadeck asks how Kim arrives at her calculations.
  - Kim looks at actual funds collected in FY2018 and then looks at FY2019 income to date then projects the remaining months in year needed to operate the department.

### **Possible Use of Professional Consultant**

- Kim Fales suggests that the Commissioners think about hiring a consultant:
  - They would look at the Water/Sewer Department infrastructure to put together a capital plan to upgrade any type of infrastructure, proactively address repair/replace meters, determine if staff is needed in addition to the (1) operator and (1) clerk that currently working for the Commission, and look at rate structure to ensure that revenue coming in will support expenses to run department going forward.
  - To pay for the consultant, an Article could be submitted for inclusion in a Warrant for Town Meeting.
- Paul Sadeck wants to analyze water usage, cost, and what the rates should be set at to meet the needs [and expenses] of the department.
- Keven Desmarais will reach out to MassRWA to ask if they to consulting work.

### **Fall River Water Consumption**

- The City of Fall River is charging the Freetown Water Department for water that is being bled. The allotment of water Freetown is allowed to bleed at no cost is 220,000 gallons per day which is included in the inter-municipal agreement between Fall River and Freetown.
- Due to the charges for “free” water, and having not yet received reimbursement from Fall River, the remaining line item in the water department operating budget does not support projected charges for actual water used for the remainder of this fiscal year which ends June 30, 2019.
- Keven Desmarais has been in constant contact with a representative from the City of Fall River but they have not yet come to a conclusion of how much, and when, they will reimburse Freetown.
- Until this reimbursement comes, the Water/Sewer Enterprise Fund is unable to pay any new bills from Fall River and will not make payments.

### **Land at Ashland/ISP**

- Bob Parker states he reached out to Eric Morin and left a message but has not heard back.

### **Innovation Way Leak Update**

- Bob Parker states the Commissioners know the issue and at the moment does not need to be addressed immediately.
- Paul Sadeck states this has been an issue for 6-7 years and Town Administration should address the leak issue with the State who is the entity that installed the line before turning it over to the Town of Freetown.

### **Assonet Sewer Extension Study Update**

- Keven Desmarais states that an email from Ryan Trahan, Environmental Partners Group, and if Chandler hasn't yet forwarded it to Commissioners, he will make sure he does so.

## **Regular Business**

- Approve and sign abatements.
  - Paul Sadeck makes a motion to approve abatements. Brad Paiva 2<sup>nd</sup>. All in favor. Motion carried.
- Approve minutes:
  - Paul Sadeck makes a motion to approve minutes from 2.12.19. Brad Paiva 2<sup>nd</sup>. All in favor. Motion carried.
- Sign bills

## **Paul Sadeck wants to make a comment:**

- He specifically mentioned that Keven Desmarais is trying to do his work [for water department] and is being called [by the Town Administrator, BOS, and other departments] to be involved in tasks other than Water Department work. Neither the Town Administrator nor the Selectman in attendance tonight said anything about this. They don't hesitate to take the full amount and charge the FW&SC for indirect costs but don't reimburse for the time that Keven is working on Town business.

Brad Paiva makes motion to adjourn at 8:26PM. Paul Sadeck 2<sup>nd</sup>. All in favor. Motion carried.

Respectfully submitted,



Steven Chandler

Senior Clerk

Freetown Water & Sewer Commission