



# WATER & SEWER COMMISSION

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2022 JUN -8 PM 12: 59

## Minutes of the Water & Sewer Commission meeting 4.27.22

Meeting held at Town Hall, Assonet, MA

9:15AM Meeting called to order by Bob Parker  
Members present: Bob Parker; Paul Sadeck  
Staff present: Steven Chandler

Meeting being audio recorded by Paul Sadeck

### Budget . Fiscal Year 2023

- Bob parker and Paul Sadeck met with Town Accountant, Kim Fales, and worked to create a revised budget for FY2023
  - Total Budget... \$1,353,941
    - Water: \$1,045,236
    - Sewer: \$275,000
    - Unforeseen Reserve Fund: \$33,705
    - Net Surplus: \$116.92
  - Paul Sadeck makes a motion to adopt revised budget for FY2023. Bob Parker 2<sup>nd</sup>. All in favor. Motion carried.
  - Revised budget will be submitted to Accounting Department and Town Administrator.
- **Articles . Inclusion on Town Warrant for Annual Town Meeting . June 2022**
  - *Article:*
    - \$15,000 . replacement of three fire hydrants. One at each of the following locations...E. Chipaway, South Main, and Innovation Way.
    - This article was voted on to approve at a previous meeting.
  - Paul Sadeck makes a motion to again adopt article. Bob Parker 2<sup>nd</sup>. All in favor. Motion carried.
  - *Article:*
    - \$1,353,941 . Fiscal Year 2023 Operating Budget
    - This article was voted on to approve at a previous meeting.
  - Paul Sadeck makes a motion to adopt article. Bob Parker 2<sup>nd</sup>. All in favor. Motion carried.

- *Article:*
  - \$55,000 . purchase a standby generator for Chipaway Pump Station (CPS) to ensure water service is not interrupted in East Freetown during power outages. A portion of these funds will also be used for any upgrades to computerized system, which is the original system when CPS was built.
- Paul Sadeck makes a motion to adopt article. Bob Parker 2<sup>nd</sup>. All in favor. Motion carried.

- **Transfer Request . Inclusion on Town Warrant for Annual Town Meeting . June 2022**

- *Transfer Request from FW&SC Reserve Fund:*
  - \$50,000 . to supplement line items in FY2022 operating budget.
    - Personnel, Longevity: \$675 Keven Desmarais
    - Uniform Allowance: \$1,325 David Thibodeau
    - Purchased Water, New Bedford: \$10,000
    - Purchased Water, Fall River: \$20,000
    - Replacement of Equipment: \$18,000
- Paul Sadeck makes a motion to sign Reserve Fund Transfer Request and send it to Finance Committee for immediate action. Bob Parker 2<sup>nd</sup>. All in favor. Motion carried.

- **Balance FY2022 Budget**

- Kim Fales, Town Accountant, suggested Chandler contact her shortly after June 1<sup>st</sup> to request a current balance sheet of expenditures and determine which line items will need to be adjusted by June 30<sup>th</sup>.
- Commissioners should vote to request line-item adjustments within the FY2022 budget.

### **Water Rates . Fiscal Year 2023**

- New rates for have been established for FY2023 beginning July 1, 2022.
  - Water Rates per CCU (cubic unit)
    - Residential: \$8.27
    - Commercial: \$8.90
  - Water System Connection Fee
    - Residential: \$816.00
    - Residential with new curb stop: \$1,633.00
  - Sewer Rate per CCU (cubic unit)
    - Ashland: \$7.94
    - Stop & Shop: \$16.09
    - Residential: \$12.01
  - Infrastructure Maintenance Fee . Quarterly
    - Commercial: \$272.59
- Paul Sadeck makes a motion to adopt these fees for FY2023. Bob Parker 2<sup>nd</sup>. All in favor. Motion carried.

**Bleeders**

- Three meters used for bleeding are connected to hydrants and working. A fourth meter will be activated as soon as a new meter head arrives to replace the broken one.
- Bleeders are being run at the same output as last year. Keven Desmarais, Water Commissioner, was out helping to set the rate of flow.
- Document requesting bids for installation of permanent meter pits for bleeders has been publicized. Deadline is May 19<sup>th</sup>. All bids received by the deadline will be reviewed, a decision will be made, and job awarded.

**Billing**

- David Thibodeau is getting reads and Chandler is working on finishing up FY22 4<sup>th</sup> quarter billing.
- Commissioners have requested a list of all accounts that have been estimated for a long period of time.
  - Chandler drafted an initial list of accounts that consists of 24 accounts that have been estimated for a long period of time due to various reasons.
  - Reason include: old and broken meters or meter heads, signal not transmitting, meters in pits.
  - Chandler will finalized list and send to Commissioners.

**Reading Equipment and Infrastructure**

- Nothing to report at this time.

**Approve Meeting Minutes**

- None at this time.

**Sign Bills**

- Bob Parker and Paul Sadeck signed bills.

*Other business that properly came before the Board that was not anticipated:*

**Sanitary Survey**

- Commissioners review the outstanding questions from MassDEP in order to complete the Sanitary Survey.
- They are able to answer some questions for Chandler and gave him directions on how to obtain answers to other questions.

**Citizens For Citizens Program**

- Because Chandler would be responsible for entering information into the CFC system, Commissioners do not feel it would be wise to add more work to Chandler's daily tasks.

- Chandler had not yet read the contract fully, so Paul suggested he do so and if he feels it is something he can handle without it affecting his regular duties, the Board will sign the agreement.
- To be discussed at a future meeting.

Paul Sadeck motion to adjourn at 10:06AM. Bob Parker 2<sup>nd</sup>. All in favor. Meeting adjourned.

Respectfully submitted,

A handwritten signature in dark ink, appearing to be 'S. Chandler', with a long, sweeping horizontal line extending to the right.

Steven Chandler

Senior Clerk

Freetown Water & Sewer Commission