

**Meeting of the Village Water/Sewer Commissioners**

Monday, January 27<sup>th</sup>, 2014

43 S Main Street, Main Street Fire Station

Present: P.H. Flanders, M. Alberghini, C. Parks, Commissioners; W. Shepeluk, Municipal Manager; Alec Tuscany, Public Works Director; C. Nelson, Staff

Flanders called the meeting of the Water and Sewer Commissioners to order at 4:37pm.

Alberghini moved to approve the minutes of the December 23 meeting. Flanders seconded. Parks abstained from voting as she was not present at the last meeting. The motion passed with two votes.

**Rate Changes and Base Unit Analysis:** Tuscany had met with staff earlier in the month to discuss current customer accounts, and discussed his findings with the board. Over the years, the state standards for allocation requirements have changed drastically, businesses have changed, and internal structures have been modified. Because of that, the current base units listed on quarterly bills may not be accurate for all customers. In an effort to ensure proper billing for all customers before the rates are changed, Shepeluk asked the board to consider sending a customer survey collecting current occupant information before moving any further. Tuscany and Nelson agreed that this would be helpful, and that collecting the survey results should push implementation of the new rates into June 2014. Shepeluk also asked the board to consider utilizing fractions of base charges, instead of rounding (especially as it concerns commercial base charges) when the new rate structure is created. Both Tuscany and Nelson had concerns about how this would complicate the process and the billing system moving forward. **By unanimous consent, the board agreed to allow Tuscany additional time to send surveys to all customers asking for current occupancy information.** Nelson will send the surveys with the February billing and discuss the findings with the board at the March meeting.

**FY2015 Pollution Control Priority List Application:** Tuscany the application for the Phosphorous Upgrade project and changes that needed to be made to the 2015 application, and that a line had been added to the application asking for a "show of support" date from the local governing board. By request of the public works director and town manager, **Parks moved to support the approval of the FY2015 Pollution Control Priority List Application and request the addition of components of the Phosphorus Upgrade Project that had previously been delayed or deleted.** Alberghini seconded the motion. All voted in favor.

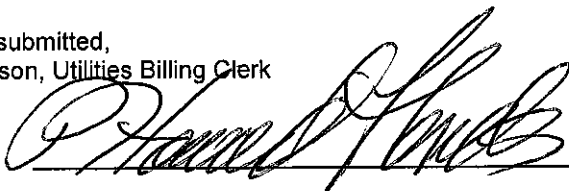
**2014 Water and Sewer Budget:** Shepeluk discussed the draft budget for the water department. Major expenses included the roundabout, relocation of the water line on Armory Ave., and the well field generator project. Shepeluk noted that the water rent revenue will most likely increase with the proposed rate revisions. **Alberghini moved to approve the 2014 draft water department budget of \$1,142,385.** Parks seconded the motion. A vote was held, and passed unanimously.

Shepeluk then presented the proposed 2014 sewer department budget. He clarified that the numbers involved with the WWTP PO4 upgrade project were not yet precise, but that he would finalize with the correct figures before the budget went to print. Major expenses included the relocation of thatcher brook to repair exposed concrete casings, the PO4 upgrade, and a possible repair of the Hill St. Ext. line. The sewer department is hopeful that some of the costs of repairing the private line on Hill St. Ext will be covered by the adjoining property owners. **Parks moved to approve the 2014 draft sewer department budget of \$6,348,580.** Alberghini seconded the motion, a vote was held, and the vote passed unanimously.

There being no further business, the meeting of the Water and Sewer Commissioners was adjourned at 5:57pm.

Respectfully submitted,  
Courtney Nelson, Utilities Billing Clerk

Approved by:



Date:

