

## DRAFT MINUTES

EXETER WATER/SEWER ADVISORY COMMITTEE MEETING MINUTES Dec. 14, 2011

### 1. Call Meeting to Order

Chairman Gene Lambert convened the Water & Sewer Advisory Committee at 6:30 pm in the Nowak Room of the Town Office Building. Other committee members present were: Mr. Bob Kelly, Mr. Jim Tanis, Ms. Colleen St. Onge, Mr. Boyd Allen, Mr. Paul Scafidi and Selectman Don Clement. Ms. Jennifer Perry, DPW Director, Mr. Mike Jeffers, Water/Sewer Managing Engineer and Mr. Paul Roy, Water Treatment Plant Operations Supervisor were also present. Mr. Russ Dean also attended at approximately 7:20 pm.

### 2. Review and Approval of Draft Minutes of November 9, 2011

**Colleen St. Onge moved to approve the draft meeting minutes of November 9, 2011. Boyd Allen seconded. Vote: Unanimous, with Paul Scafidi abstaining.**

### 3. Regular Business

#### a. Water / Sewer Abatements

To accommodate the abatement requestor, Mr. Lambert moved this agenda item to an earlier time slot.

Ms. Perry noted there was a \$1,053.40 request by M/M Haskell of 21 Spruce Street, both of whom were in attendance at the meeting. Background information was distributed for the committee to review regarding their request. In summary, the Haskell's were away on vacation in August 2011 for two weeks, but had a friend watching over the house for them. Evidently a toilet fixture malfunctioned during this time and the person watching the house did not catch it. The malfunction resulted in a quarterly usage of almost 93,000 gallons of water, generally five to six times what the recent record shows the Haskell's generally use. Mr. Scafidi observed that any abatement would be for the *difference* between this usage and historical usage, not for the full amount used. The Haskell's indicated they understood this point.

While not a town system problem, the Selectmen's Policy on abatements allows for one abatement person household due to unplanned error. **Mr. Scafidi moved to approve an abatement for the difference between the actual usage during the timeframe in question and the Haskell's historical usage over the past three years (to be determined by Town staff). Mr. Kelly seconded. Vote: Unanimous.**

#### b. Capital Improvements Plan (C.I.P.) projects for town warrant

The committee and DPW discussed the proposed department warrant articles currently being considered for inclusion on the 2012 Warrant in March. These were noted as follows:

i. Groundwater Treatment Plant	\$6,350,000
ii New water meters	\$ 750,000
iii WTP wastestream reduction	\$ 284,625
iv Jady Hill Phase II	\$2,650,000
v WWTP Facilities Plan	\$ 375,000

A comparison of costs and proposed water and sewer rate impacts in a spreadsheet format prepared by Mr. Dean was distributed for discussion. The three water projects would add approximately \$18.72 per quarter to the current average bill for a 10-12,000 gallon user. Likewise, the two sewer projects would

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add approximately \$9.12 per quarter to the current average bill for a 10-12,000 gallon user. **Mr. Kelly moved to accept the five proposed warrant articles and recommend them to the Board of Selectmen for inclusion in the 2012 Town Warrant. Mr. Allen seconded. Vote: Unanimous.**

### **c. Water/Sewer Rate Assessment and Forecast**

A public hearing on the proposed 2012 budget is currently scheduled for January 17, 2012. Mr. Dean's analysis shows that a 5% increase in water rates will cover the current budget, excluding warrant articles. The sewer budget is down from 2011, therefore the rates could theoretically be reduced about 11%. However, with the proposed warrant articles, the Committee agreed that the sewer rates should remain flat at this time until at least the March vote when an updated assessment could be made. Some of the warrant articles may not hit the budget until 2013 if they are bonded so they would not impact next year's rates.

### **4. New Business**

None

### **5. Old Business**

None

### **6. Financial Report**

Mr. Dean provided committee members with water & sewer revenue and expense reports through November 30, 2011. Things are going along pretty consistently with the 2011 budget. According to Mr. Dean, the water budget should come in close to 100% by year end; the sewer budget is currently at 90% and should end up at 92-93% of budget.

### **7. Future Meeting Dates**

The next meeting of the Water and Sewer Advisory Committee will be on Wednesday, January 11, 2012 at 6:30 pm in the Nowak Room of the Exeter Town Office.

### **8. Adjournment**

**Mr. Allen moved to adjourn, seconded by Mr. Kelly. Vote: Unanimous**

The meeting stood adjourned at 8:15 pm.

Respectfully submitted,

Bob Kelly  
Recording Secretary pro tem