



TOWN OF MEDWAY
WATER & SEWER COMMISSION
MEDWAY, MASSACHUSETTS

Commissioners

Barry Zide, Chairman

Leo O'Rourke, Vice Chair

Francis E. (Ted) Kenney Jr.,
Member

Meeting Minutes

APPROVED 07/16/18

June 18, 2018

Medway Middle School

45 Holliston Street, Door # 9

Medway MA 02053

In attendance: DPS Director Dave D'Amico, DPS Deputy Director Barry Smith, Commissioner Ted Kenney, Commissioner Leo O'Rourke, Commissioner Barry Zide and Program Administrator and Recording Secretary Judi LaPan

Chairman Zide called the Water & Sewer Commissioners meeting to order at 5:00 PM.

Commissioner Kenney made a motion to approve the minutes as submitted from the 05/21/18 meeting and the 06/04/18 meeting. Commissioner O'Rourke seconded the motion.
Unanimous

Abatement Request – None

Drinking Water System Sustainability Options

The Commissioners defer this conversation until the next meeting to allow for rate discussions.

FY19 Rate Study Discussion

Director D'Amico reviewed the water and sewer rates with the Commissioners prior to the Public Rate Hearing scheduled for 6PM. The recommendations are consistent with previous rate discussions. The increases will be an approximate 10% increase for water and 14% increase for sewer. Commissioner O'Rourke would like to discuss the budget increases that were voted on at town meeting. Director D'Amico will provide the breakdown prior to the next scheduled meeting.

Directors Report:

Director D'Amico updated the Commissioners that Jim Lanctot has decided to step down as Water & Sewer Superintendent. The position has been posted internally and externally. Jim will remain on as Superintendent until the position is filled. Once the position has been filled Jim will remain on as a Water & Sewer Operator. Director D'Amico says that he is looking at a proposal from Weston & Sampson to provide part time contract operations to help guide the department during this transitional period. The proposal is not for day to day operations but more so to review our standard operating procedures and provide guidance going forward. Deputy Director Smith informed the Commissioners that the Slocumb Place line has been completed and the Choate Park line will be installed in the near future.

Other business: Amend Water & Sewer Fees

On May 21, 2018 the Commissioners amended the Water & Sewer Fees. The Commissioners would now like to discuss and clarify the intent of the Water Entrance Fees. The intent of the board is to charge per dwelling unit. **The Commissioners unanimously voted to add the following language to the Water & Sewer Fee Schedule: Residential Entrance Fee \$2,500 per dwelling unit and Commercial Entrance Fee \$2,500 per inch of service tap size with a minimum charge of \$2,500.**

Other business:

Commissioner Kenney updated the others that he met with the Communications Director Sandy Johnson. They met to discuss public outreach and a multi media campaign focusing on the upcoming water projects and on long term water conservation. Commissioner Zide asks if there is any public outreach as part of the Kleinfelder contract. Commissioner Kenney noted that Kleinfelder has repeatedly noted the need for enhanced conservation outreach to the rate paying public.

The next meeting is scheduled for July 16, 2018 at 5 PM. The meeting will be held in the DPS Conference Room, 45B Holliston Street, Door 9, Medway MA.

Commissioner Kenney made a motion to adjourn at 5:49 PM. Commissioner O'Rourke seconded the motion.

Respectfully submitted,
Judi LaPan