

WATER-SEWER COMMISSION MEETING
May 16, 2018

Members Present: Dave Berger, Leo Collette Heather Budrewicz, Charlie Packard, Julie Dean

CALL TO ORDER **3:05 p.m.**

Motion by Dave Berger, 2nd by Charlie Packard to approve the May 16, 2018 agenda, vote was unanimous.

Motion by Charlie Packard, 2nd to accept the April 10, 2018 minutes as written, 2nd by Dave Berger, minutes accepted.

NEW BUSINESS

Heather Budrewicz discussed water/sewer shut offs for unpaid balances of \$250.00 or more and explained that there are state regulations specific as to how to go about this process. Shut offs could be done but how shut offs can be done will vary depending on the customer per state regulations. She recommended a policy be put in place and if the board decides to move forward that it should be followed through. Heather pulled a report 5/1/18 which showed that there are 93 customers with a balance of \$250.00 or more. Our collection rates are 77% for sewer, outstanding amount of \$65,000.00 uncollected and 93% for water, outstanding amount of \$40,000.00 uncollected. Motion made by Dave Berger for Heather Budrewicz to create a policy, 2nd by Charlie Packard, all in favor. Heather will work on a policy for the next meeting.

Heather Budrewicz had no update on the FY19 budget but discussed the remaining FY18 budget. It was noted that the sewer pump station is in need of repairs for which parts were received today which will leave the budget tight.

Heather Budrewicz requested the board members forward comments they would like added to the Gardner MOU by June 1st for Julie Dean to incorporate into the agreement. Dave Berger's comments were provided at the April meeting and have been incorporated. When all comments from the board members have been incorporated, a special meeting will be set up to review the MOU.

NEXT MEETING

Tentatively scheduled for Tuesday, June 12, 2018 3 p.m.

ADJOURN

3:59 p.m.

Respectfully submitted by, *Julie Dean*