

Allan Kent
Chairman



Vincent Roy
Kevin Rudden

TOWN OF MENDON WATER COMMISSION

20 Main Street

Mendon, Massachusetts 01756

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DEP Public Water Supply (PWS) ID #217900

mendonma.gov/water

Meeting Date: 8/5/2021

Meeting Location: Mendon Town Hall, Basement Meeting Room

Minutes Approved: 10/7/2021

Members Present: Allan Kent, Vincent Roy, Kevin Rudden,

Water Clerk: Dan Byer

Others:

Absent:

The meeting was called to order at 5:09pm with Allan, Kevin, and Vin in attendance.

Kevin made a motion to approve the minutes of 1/7/21, 2/4/21, 3/4/21, 4/1/21, 5/6/21, Allan seconded and both approved. Vin abstained.

The commission reviewed the monthly billing from White Water and the bill for training from Mass Rural Water (Certified Operator Class for Dan). The commission discussed going back to the old method of signing bills in person not that things are re-opening. Dan will email when they are ready and the commissioners can stop by to sign.

The commission reviewed the FY21 budget and discussed the structure of the enterprise with Vin.
(Exhibit A)

Kevin discussed the infrastructure. We were awarded an earmark in the state FY22 budget. \$25,000 for infrastructure and \$25,000 for a study. The commission discussed using the infrastructure funds for the master meter project.

Dan discussed the current meters, Cape Rd is an 8" and 2", Dudley is a 6" and 2". Vin reached out to a vendor he works with and got pricing for Neptune Mach 10 meters. He recommends we just replace the meters completely rather than trying to rebuild them. The technology has changed so much the old meters are way out of date. He got pricing of \$11K for the 8" and \$7K for the 6". Dan will update Tim. Vin offered to connect with Tim to discuss further. All agree we should complete this meter project.

Kevin will talk to Brian Murray and get the info on how to access these funds.

The commission discussed the study funds. They would like to use them towards an interconnection with Bellingham either as a new supply or just an emergency interconnects. The commission discussed the ARRP funds as a possible source for the actual construction of the interconnect. Kevin said it has to be encumbered in 2024 and installed by 2026.

The commission discussed the next steps for the commission. Dan and Vin will work on the meters. Kevin will work on getting more info on accessing the state money.

The commission discussed the location of a possible connection with Bellingham. Allan discussed the old meter locations and issues with the bridge.

The commission discussed the rate increase. There is a 10% increase from Hopedale. Vin said we should look at several options. They discussed tiered rates or a single rate. Vin suggests 4. All agree we will need some level of increase to match Hopedale. They discussed disconnected properties. Vin said in Upton they are required to connect if water goes by their property.

The commission discussed the billing. Dan said there has been talk of upgrading the town's financial system (KVS). Dan also discussed moving the water billing to Kelley and Ryan. Dan shared the current system with Vin and the issues we are having. It is just old and outdated. Vin said it's important we all work together with the town to make sure things are integrated. Dan will keep the board posted if there are any updates.

The meeting was adjourned at 6:45pm

Enterprise Fund History

| <u>Description</u> | <u>2022 Actual</u> | <u>2022 Budget</u> | <u>2021 Actual</u> | <u>2021 Budget</u> | <u>2020 Actual</u> | <u>2020 Budget</u> |
|--|-----------------------|--------------------|---------------------|--------------------|---------------------|--------------------|
| Water Charges | 170.03 | 150,000.00 | 126,130.53 | 121,600.00 | 120,288.05 | 121,600.00 |
| Capital Impact | 28.42 | 32,136.00 | 30,659.22 | 32,108.48 | 31,987.06 | 32,108.48 |
| Local Capital Impact | 6.86 | 7,650.00 | 7,260.25 | 7,600.00 | 7,384.49 | 7,600.00 |
| Fire Sprinkler Fees | - | 1,600.00 | 1,750.00 | 2,400.00 | 550.00 | - |
| --Late Fees | - | 1,500.00 | 3,185.00 | 1,500.00 | 1,700.00 | 1,500.00 |
| --Admin Fees | - | 1,500.00 | 1,100.00 | 1,500.00 | 1,675.00 | 1,500.00 |
| --Interest | 0.01 | 200.00 | 406.50 | 200.00 | 754.09 | 200.00 |
| --Betterments | | | - | - | - | - |
| --Misc Fee | 25.00 | | 525.95 | - | 1,419.00 | - |
| --Water Liens | | | - | - | 3,320.52 | - |
| Penalties and Interest | 25.01 | 3,200.00 | 5,217.45 | 3,200.00 | 8,868.61 | 3,200.00 |
| TOTAL DEPT RECEIPTS | 230.32 | 194,586.00 | 171,017.45 | 166,908.48 | 169,078.21 | 164,508.48 |
| | | | | | | |
| Appropriation from Retained Earnings | | 29,003.00 | - | - | - | - |
| | | | | | | |
| | 230.32 | 223,589.00 | 171,017.45 | 166,908.48 | 169,078.21 | 164,508.48 |
| TOTAL EST. REVENUE* | | | | | | |
| | | | | | | |
| <u>Description</u> | <u>2022 Actual</u> | <u>2022 Budget</u> | <u>2021 Actual</u> | <u>2021 Budget</u> | <u>2020 Actual</u> | <u>2020 Budget</u> |
| Salaries | 82.43 | 4,475.00 | 4,286.36 | 4,302.00 | - | - |
| Contractor Services | 902.16 | 12,000.00 | 11,102.25 | 11,000.00 | 11,331.75 | 10,500.00 |
| --Postage | - | 600.00 | 337.94 | 600.00 | 165.00 | 600.00 |
| --Newspaper Ads | - | 200.00 | - | 200.00 | - | 200.00 |
| --Supplies | - | 600.00 | 48.89 | 600.00 | 44.98 | 600.00 |
| --Equipment Maintenance | - | 6,850.00 | 5,548.22 | 5,500.00 | 5,073.00 | 5,500.00 |
| --Water Tests | - | 2,000.00 | 307.61 | 2,000.00 | 293.74 | 2,000.00 |
| --Hydrant/Valve Maint. | - | 3,250.00 | - | 3,250.00 | - | 6,500.00 |
| Expenses | - | 13,500.00 | 6,242.66 | 12,150.00 | 5,576.72 | 15,400.00 |
| Purchase of Water | 51,895.38 | 155,000.00 | 132,713.30 | 124,000.00 | 123,166.90 | 120,000.00 |
| Water Infrastructure Repair/Replacement Fund | - | 31,999.00 | | | - | - |
| | | | | | | |
| TOTAL DIRECT EXPENSES | 52,879.97 | 216,974.00 | 154,344.57 | 151,452.00 | 140,075.37 | 145,900.00 |
| | | | | | | |
| | | | | | | |
| TOTAL INDIRECT EXPENSES | - | 6,615 | 0 | 10,917 | 0 | 10,917 |
| | | | | | | |
| TOTAL NET | \$ (52,649.65) | \$ - | \$ 16,672.88 | \$ 4,539.48 | \$ 29,002.84 | \$ 7,691.48 |