

April 25, 2018

A work session of the Board of Water Commissioners was called to order by Chairperson Michael Caron at 12:00 noon. Commissioners present for this meeting were Lucien Langlois, Paul -Ingersoll and Paul Poulin. Absent from this meeting was ex-officio member Mayor Paul Grenier. Also in attendance were Superintendent Craig Carrigan, General Foreman Steven Lefebvre and Lynne C. Lessard.

The purpose of this meeting was to review the Proposed FY-19 Budget Draft.

Superintendent Carrigan reviewed the following highlights that are built into the FY-19 Budget with the Board:

1. The forecasted FY-19 Budget amount is \$3,037,270. The budget decreased 2.45% from the FY-18 budget.
2. Overview of the "Force Account": temporary crews.
3. Retirement: Partial office position was maintained for the FY19 budget.
4. Path forward to pay down remaining debt. Early pay down is on hold until the Bio-Mass future is stabilized.
5. Remaining Force Account funding balance is \$105k from SRL #11 and \$1.5m with the new SRL #12 for a total remaining of \$1,605,000.
6. We are using \$244,029 from Force Account income to balance FY-19.
7. The FY18 pre - Application for a State Revolving Loan #12 was approved for \$1.5m.
8. Our customer base had decreased by 4% in 2016 and revenue per the remaining customers has decreased by 17% in 2016. This is possibly due to the Rate Restructure adjustments in 2010 and also possible buildings being demolished by the City.
9. Brown Farm Well – In House funding - \$50k.

Superintendent Carrigan and the Board reviewed each line item of the Budget Categories for the following:

1. Labor
2. Fringe Benefits
3. Utilities
4. Materials & Services
5. Insurance
6. Minor Purchases & Replacements
7. Bond Debt
8. Billed & Earned.

Please note that this is the 21st consecutive year there has been no water rate increase (since 1997).

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After discussion, it was moved by Commissioner Langlois, seconded by Commissioner Ingersoll, with all in favor to accept the Draft FY-19 Budget as presented.

As a reminder, the next regularly scheduled meeting for the Board of Water Commissioners is May 15th, 2018 at their 55 Willow Street location. The Office staff will schedule the Public Hearing with the City to present the Draft FY-19 Budget to the public.

There being no further business to come before the Board at this time, it was moved by Commissioner Poulin, seconded by Commissioner Ingersoll, with all in favor to adjourn this meeting.

The meeting did so adjourn at 12:37 pm.

A True Record:

Attest:


Paul W. Poulin, Clerk of the Board