



# TOWN OF CARVER

## North Carver Water District

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### North Carver Water District Minutes

June 9, 2014

Posted in Accordance with the Provisions of M. G. L. Chapter 30A, Section 20B, authorized person Jack Hunter.

The North Carver Water District Commissioners met on June 9, 2014, at the Carver Town Hall, Meeting Room #1, 108 Main Street, Carver, MA. The meeting was opened by Mr. Kevin Tracey at 7:02 pm.

**PRESENT:** Kevin Tracey, Chair; Stephen Romano; William Sinclair

**ALSO PRESENT:** Jack Hunter, Director of Planning & Community Development; Kevin Wrightington,, Wrightington Gas; Bruce Trumbull, SWSS; Kathy Kay, Administrative Assistant, members of the public

#### 1. APPOINTMENT: Kevin Wrightington, Wrightington Gas

Mr. Kevin Wrightington of Wrightington Gas spoke to the Commissioners about the need for three propane tanks to run the generators at the treatment plant, rather than the two which are presently there. He explained that the two, 1000 gallon tanks cannot run the generator during emergencies when it is very cold, which Mr. Tracey confirmed as having happened, and said that a third tank would fit on the existing pad.

Mr. Hunter asked Mr. Wrightington to present a quote for the complete work, from start to finish. Mr. Wrightington explained that there would be an expense to install the piping connections for the new tank and re-piping of the current tanks, that would be about \$2,000, which would include permitting. He has spoken with the gas inspector and Fire Chief and they are ok with a third tank.

Once Mr. Wrightington has submitted the quote, Mr. Tracey will meet with the Town Administrator and Accountant to find funds, then go to the Board of Selectmen. Mr. Trumbull offered the services of SWSS to do the piping, at no charge, if no license is needed.

#### 2. 7:15PM - PUBLIC HEARING: To provide interested parties with an opportunity to comment on proposed changes to the North Carver Water District Rules and Regulations regarding a water rate increase from \$9.71 per thousand gallons to \$9.90 per thousand gallons and to establish a definition; a demand fee; and separate rate for elderly qualified users.

Mr. Tracey read out the public hearing notice (Exhibit B-1), opening the public hearing at 7:26pm. The proposed changes (Exhibit B-2) are:

WATER RATE: 1) to increase the Water Rate from \$9.71/1000 gallons to \$9.90/1000 gallons

PUBLIC COMMENT: Ms. Jean Govoni of 1 Braddock Way asked why it was being increased.

Mr. Tracey explained the pro-forma planned from the beginning to implement small increases annually rather than larger increases less often.

**MOTION:** by Mr. Romano to increase the water rate from \$9.71/1000 gallons to \$9.90/1000 gallons

**SECOND:** by Mr. Sinclair

**APPROVED UNANIMOUSLY**

WATER RATE: 2) to increase the Eligible Elderly Customer rate from \$5.84/1000 gallons to \$6.25/1000 gallons

**MOTION:** by Mr. Romano to increase the Eligible Elderly Customer rate from \$5.84/1000 gallons to \$6.25/1000 gallons

**SECOND:** by Mr. Sinclair

**APPROVED UNANIMOUSLY**

WATER RATE: 3) to increase the Quarterly Minimum Charges as on Exhibit B-2

**MOTION:** by Mr. Romano to accept the minimum charges as given

**SECOND:** by Mr. Sinclair

**APPROVED UNANIMOUSLY**

DEFINITION:

**MOTION:** by Mr. Romano to add as a Definition, as Article 1, Section 26.1, "Eligible Elderly Customer – A Customer will be considered an Eligible Elderly if he/she is 65 years of age or older AND the household income falls below the HUD Low (80%) Income Limits for the Town of Carver, Massachusetts. (Verification of age and income will need to be provided.)"

**SECOND:** by Mr. Sinclair

**APPROVED UNANIMOUSLY**

DEMAND FEE: A demand fee can be waived if a mistake was made, but if an auditor cannot find a mistake, the District would be responsible for paying it.

**MOTION:** by Mr. Sinclair to establish the demand fee as \$15.00

**SECOND:** by Mr. Romano

**APPROVED UNANIMOUSLY**

**MOTION:** by Mr. Sinclair to close the public hearing

**SECOND:** by Mr. Romano

**APPROVED UNANIMOUSLY**

**The public hearing of the North Carver Water District was closed on June 9, 2014 at 7:47pm.**

**3. EXECUTIVE SESSION to discuss strategy with respect to litigation for the following properties:  
0 North Main Street; 160 North Main Street**

Mr. Hunter told the Commissioners that the deposition is scheduled for 6/9/14 (Exhibit ). There has been neither a counter offer nor any comment.

**4. CITIZENS' PARTICIPATION – None.**

**5. MINUTES: February 12, 2014 (Exhibit D); April 9, 2014 (Exhibit E); Executive Session April 9, 2014; – discussion and possible vote**

**MOTION:** by Mr. Sinclair to approve the minutes of February 12, 2014, as written

**SECOND:** by Mr. Tracey

**APPROVED 2-0-1 at 7:47pm** (AYE: Tracey, Sinclair; ABSTAIN: Romano)

**MOTION:** by Mr. Sinclair to approve the Executive Session minutes of April 9, 2014, as written

**SECOND:** by Mr. Tracey

**APPROVED 2-0-1 at 7:48pm** (AYE: Tracey, Sinclair; ABSTAIN: Romano)

**MOTION:** by Mr. Sinclair to approve the regular minutes of April 9, 2014, as written

**SECOND:** by Mr. Tracey

**APPROVED 2-0-1 at 7:49pm** (AYE: Tracey, Sinclair; ABSTAIN: Romano)

**6. Water Operator's Report**

Mr. Bruce Trumbull of Small Water Systems Services reported that Mr. Mike Woollam has been very busy doing maintenance, cleaning of the Town and Cranberry Village wells, and working through computer glitches. There was a leak in the irrigation system at the filling station that was repaired, but Decas was only able to draw for ½ a day. Everything else is running fine. The mag meters are in place, and SWSS can do the calibration, if approved, and will submit a quote.

**7. NCWD Budget – FY14 (Exhibit ) and FY15**

Mr. Hunter told the Commissioners that they did not need to appear before the Board of Selectmen for the FY15 budget, but that it was \$180,000 short.

**8. General Discussion**

**a. Outstanding Bills - update**

Ms. Kay presented a report (Exhibit F) of the outstanding customer balances. Five customers were sent demand letters.

**b. Escrow Funds – discussion and possible vote**

Mr. Tracey and Mr. Hunter went before the Board of Selectmen to request the transfer of funds from the escrow account into the clearwell expansion account. The request was granted. The Accountant needs a vote by the Commissioners requesting the invoices that were capital expenses be adjusted from being expensed out of the general budget to expensed out of capital.

**MOTION:** by Mr. Romano to approve the request as presented (Exhibit G)

**SECOND:** by Mr. Sinclair

**APPROVED UNANIMOUSLY**

**c. Bills Payable – discussion and possible vote**

**MOTION:** by Mr. Romano to approve payment of bills as presented on the Schedule of Department Bills Payable dated 6/9/14, for a total of \$10,561.70 (Exhibit H)

**SECOND:** by Mr. Sinclair

**APPROVED UNANIMOUSLY**

**MOTION:** by Mr. Romano to pay the UniBank invoice of \$4,425.00 (Exhibit I)

**SECOND:** by Mr. Sinclair

**APPROVED UNANIMOUSLY**

#### **9. NEXT MEETING**

**MOTION:** by Mr. Romano to schedule the next NCWD meeting for 7/7/14 at 5:00pm

**SECOND:** by Mr. Sinclair

**APPROVED UNANIMOUSLY**

**MOTION:** by Mr. Sinclair to adjourn

**SECOND:** by Mr. Romano

**PASSED UNANIMOUSLY**

**The North Carver Water District meeting was adjourned at 8:32pm on June 9, 2014.**

Respectfully submitted,  
Kathy Kay

#### **Table of Documents**

Exhibit A	Meeting Agenda – June 9, 2014
Exhibit B-1	Public Hearing Notice for 6/9/14
Exhibit B-2	Proposed Changes to the NCWD Rules and Regulations
Exhibit C	Kopelman and Paige Notice of Taking Deposition
Exhibit D	NCWD draft of Meeting Minutes for 2/12/14
Exhibit E	NCWD draft of Meeting Minutes for 4/9/14
Exhibit F	Schedule of customers with outstanding balances as of 6/9/14
Exhibit G	Memo dated 6/9/14 for escrow account balance transfers
Exhibit H	Schedule of Department Bills Payable 6/9/14
Exhibit I	UniBank invoice dated 3/31/14