



TOWN OF CARVER

North Carver Water District

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North Carver Water District Minutes

January 29, 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 January 29, 2014, at the Carver Town Hall, Meeting Room #3, 108 Main Street, Carver, MA. The meeting was opened by Mr. Kevin Tracey at 5:03 pm.

PRESENT: Kevin Tracey, Chair; William Sinclair, Commissioner

ABSENT: Debbera Silva, Commissioner

ALSO PRESENT: Bruce Trumbull, SWSS; Clark Rowell, UniBank Fiscal Advisory Services, Inc.; Meg LaMay; Paula Nute; Allen Dunham; Michael Milanoski; Kathy Kay

1. Meeting with financial team to discuss pro-forma and other financial issues - discussion and possible vote

Mr. Clark Rowell of UniBank Fiscal Advisory Services, Inc. presented a revised pro-forma (Exhibit B), based on information gathered at the NCWD meeting of 1/15/14 and conversations with members of the Town financial team. Ms. Paula Nute (Treasurer) stated that Southern Sky had paid the back taxes but has not paid anything on the PILOT. She said she needs a commitment from the Assessor to be able to collect on what is owed. Ms. Meg LaMay (Accountant) said that DOR agreed that NCWD is eligible to receive the DIF funds. Mr. Rowell stated that DOR should have no voice in this. Mr. Tracey said the legal opinion of Atty. Jeffrey Blake of Kopelman and Paige is that NCWD is eligible to receive the funds (Exhibit C).

Ms. LaMay presented a revised FY15 Forecast (Exhibit D) and said that the debt needs to be spread over a larger client base.

There was discussion about the problems facing NCWD, how to resolve the debt issue, and how expansion and growth will affect everything. Mr. Trumbull addressed what he sees as potential objections from residents with regard to expansion. He said that sprawl can only occur with the growth of both water and sewer, and that the Town can plan for smart growth by deciding where to develop businesses and growth. He said the water system cannot continue to exist as it is, and since it can't close, education is very important in supporting expansion. Mr. Trumbull said that five years are needed to get through the expansion process, and the Town's bond rating will improve as the water system improves.

Currently the water storage capacity is 25,000 gallons, and 80% is being used (Exhibit E). FY13 revenue was about \$50,000.00, and FY14 actual revenue is about \$80,000.00. Mr. Trumbull said 40,000 gallons more storage is needed to support growth.

2. EXECUTIVE SESSION to discuss strategy with respect to litigation for the following properties: 0 North Main Street, 160 North Main Street – None.

3. SWSS contract amendment - Discussion and possible vote

The Commissioners, Mr. Michael Milanoski (Town Administrator) and Ms. LaMay discussed the contract language for an addendum for SWSS, to allow for the payment of extra operator hours and not be in conflict with procurement procedures. It was agreed that SWSS will provide a rate sheet of all their charges that would be above that included in the contract.

4. Escrow Account and past encumbrances and future spending – Discussion and possible vote

The Commissioners, Mr. Milanoski, and Ms. LaMay discussed the feasibility of using funds from the escrow account to pay for current capital expenses. Ms. LaMay advised against using the funds until the issue had been resolved.

5. Bills Payable – discussion and possible vote

Ms. Kathy Kay presented sample copies of the old water bill format and the new one and the letter and information sheet that were mailed to all customers (Exhibit F).

MOTION: by Mr. Sinclair to approve payment of NCWD bills for Comprehensive Environmental, Kingston Propane, NStar, Utility Business Solutions, and Verizon, totaling \$11,393.96 (Exhibit G)

SECOND: by Mr. Tracey

APPROVED UNANIMOUSLY

MOTION: by Mr. Sinclair to approve payment of NCWD bills for Utility Business Solutions and Wrightington Gas, totaling \$2,563.49 (Exhibit H)

SECOND: by Mr. Tracey

APPROVED UNANIMOUSLY

MOTION: by Mr. Sinclair to approve payment of NCWD bill for Methuen Construction, totaling \$26,000.00 (Exhibit I)

SECOND: by Mr. Tracey

APPROVED UNANIMOUSLY

MOTION: by Mr. Sinclair to approve payment of NCWD bills for Small Water Services Systems, totaling \$7,115.00 (Exhibit J)

SECOND: by Mr. Tracey

APPROVED UNANIMOUSLY

ADJOURNMENT

MOTION: by Mr. Sinclair to adjourn

SECOND: by Mr. Tracey

PASSED UNANIMOUSLY

The North Carver Water District meeting was adjourned at 8:04pm on January 29, 2014.

Respectfully submitted,
Kathy Kay

Table of Documents

Exhibit A	Meeting Agenda – January 29, 2014
Exhibit B	NCWD Draft Pro-forma, 1/8/14
Exhibit C	Kopelman and Paige letter dated 1/13/14
Exhibit D	FY15 NCWD budget forecast
Exhibit E	Small Water Services Systems letter of 1/24/14
Exhibit F	Sample NCWD water bills
Exhibit G	Schedule of Department Bills Payable, total \$11,393.96
Exhibit H	Schedule of Department Bills Payable, total \$2,563.49
Exhibit I	Schedule of Department Bills Payable, total \$26,000.00
Exhibit J	Schedule of Department Bills Payable, total \$7,115.00