



TOWN OF LINCOLN

WATER DEPARTMENT

MIDDLESEX COUNTY

MASSACHUSETTS

TOWN OF LINCOLN
WATER DEPARTMENT
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Water Commissioners Meeting

January 2, 2019

4:00 p.m.

Town Hall Donaldson Room, 16 Lincoln Road

Attendees: Packy Lawler, Chairman
Ruth Ann Hendrickson, Water Commissioner (arrived at 4:20)
Bob Antia, Water Commissioner

MaryBeth Wiser, Superintendent
Karen Finelli, Administrative Assistant

Chairman Lawler called the meeting to order at 4:07 pm.

Approve Minutes of the December 11, 2018 Meeting- vote expected. The Commission reviewed and approved the minutes as amended for the December 11, 2018 meeting. Motion made by Chairman Lawler, Second by Commissioner Antia. All in favor.

Approve Minutes of the December 18, 2018 Meeting- vote expected: The Commission reviewed and approved the minutes as amended for the December 18, 2018 meeting. Motion made by Commissioner Hendrickson, Second by Chairman Lawler. All in favor.

Drought Update- vote expected: Superintendent Wiser informed the Board the water level at Flint Pond is high and the dam is overflowing. Ms. Wiser shared current pictures of the pond with the Board. She also referenced a granite slab which is usually visible and is currently underwater due to high water level. Commissioner Antia stated the wood stoplogs may be treated with chemicals and should be checked. Motion made by Chairman Lawler, Second by Commissioner Hendrickson to continue with the current water conservation program. All in favor.

Discuss the FY20 Capital and the FY20 Operating Budget request: Superintendent Wiser reminded the Board they requested she revise the proposed FY20 budget to reflect a 20% increase. Chairman Lawler stated it is his hope that the Board come to an agreement of a rate increase so the Board may have a public hearing soon. He added that if the Board were to implement a rate increase he has done some analysis as to how it will impact the current budget. Chairman Lawler stated he looked at the consumer price index as well as past history and would suggest raising water rates maybe 10% to 15% taking into consideration real estate taxes will be increasing due to the construction of the new school. Commissioner Antia, stated he will be out of town next week; however, he will be available to participate in the Board meeting remotely. Chairman Lawler recapped for the Board their discussion with Ms. Wilkins, town accountant, at last month's meeting pertaining to retained earnings, remaining balances for budget, loan and bond matters as well as interest rates. The Board continued their discussion regarding quarterly fees and whether fees should be raised. The Board agreed a nominal fee increase would be acceptable.

Ms. Wisner reminded the Board that one option she and Ms. Wilkins suggested was a quarterly capital improvement fee in lieu of raising rates. Commissioner Hendrickson did not agree and stated that raising the base fee would have the same effect. A consensus of the board was to raise the base fee from \$30.00 to \$35.00 each quarter. Mrs. Hendrickson added the Board needs to increase future operating budgets to support the enhanced level of preventative maintenance recommended by Ms. Wisner and required by the state. The Board agreed to request Town Meeting approval to transfer funds from retained earnings to support the higher budget for FY20 and to raise the tiered rates to support future enhanced operations. Commissioner Hendrickson asked Ms. Wisner to provide information on how many water meters are located at Lincoln Woods and how the base fee is applied to dwellings with multiple meters. Motion made by Commissioner Hendrickson, Second by, Commissioner Antia to approve \$1,403,203.91 for the FY20 operating budget. All in favor.

Discuss Water Rates: Superintendent Wisner stated she has a list of accounts which also includes the accounts tier level pricing. The Board instructed Ms. Wisner to compile a current list of accounts specifying each of the tier levels and water usage by quarter before the next meeting. The Board also expects a report from our consultant on the collection status of these accounts. The Board tentatively agreed to present the following rate structure at the public hearing on January 10, 2019.

Tier One	0-20,000 gallons	\$4.26
Tier Two	20,001-40,000 gallons	\$9.86
Tier Three	40,001 gallons and over	\$24.02
Base Charge	per water meter	\$35.00

Hydrant rental fees: Superintendent Wisner discussed proposed hydrant water usage and fees with the Board. Commissioner Antia commented the rental fees seem low and proposed to raise the daily usage fee. He also inquired as to whether the Board should impose a penalty fee to anyone not authorized to use the fire hydrant. Motion made by Commissioner Hendrickson to amend the hydrant daily rental fee from \$20 to \$40, Second by Commissioner Antia. All in favor.

Other business: The Board requested scheduling an Executive Session to discuss personnel matters after the public hearing on January 10th.

There being no further business the meeting adjourned at 6:19pm. Motion made by Commissioner Hendrickson, Second by Commissioner Antia. All in favor.

The next meeting of the Water Commissioners is scheduled for January 10, 2018 at 4:00 pm Town Hall Donaldson Room 16 Lincoln Road.

Respectfully submitted,

Karen Finelli.
Administrative Assistant