

FEBRUARY 22, 2011 HARVARD WATER COMMISSION MEETING NOTES

Rick Dickson, Josh Gould and Rich Nota met at 17:04 at the town highway barn. Agenda included Old Business, and Current Projects. Visitors were Debbi Ricci, Lorraine Leonard and Marie Sobalvarro.

Old Business:

- January 24th minutes reviewed; Josh motion to approve, Rick second, all approve.
- 2006 Source Protection Plan - No new actions.
- Emergency Plan – Rich to incorporate comments.
- Water rate review – Discussion included with new business.
- Mass highway- December 2010 data review. Awaiting next quarter results.
- CDM Project – Josh to invite Ted Morine to review and comment on summary.
- Storage Tank Fencing – Capital project request added to town meeting.

New Business:

- Lorraine Leonard suggested that the commissioners should consider authorizing funds for new software for water billing to coincide with quarterly meter readings. The cost is expected to be up to \$1000. Rick agreed that the system would enhance reliability of billing information. There was no agreement of how the funds should be allocated since the change is prompted by expected quarterly readings supporting sewer service billing.
- Capital Plan Review – Debbi and Rich summarized that the 5 year plan water piping upgrades that are associated with planned sewer work are rolled into a warrant article for town approval.
- Lorraine suggested that a water rate increase should be implemented as soon as possible to avoid increases coincident with the occurrence of sewer charges. Much discussion centered on current revenue and expenses. Lorraine provided a handout of water data from 2006 to 2010 (see attached). Data does not include any soft costs for labor and equipment allocation. Rich to provide data on water department allocated costs for future review. Rick noted that Josh had surveyed similar size towns and nearby localities and that Harvard appears to be in the middle of water rates.
- Rich indicated that he had received notice from DEP that a sanity survey would be coming soon. No specific timing listed.
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Josh motion to adjourn, Rick seconded, All approved. Meeting closed at 18:38.

Next Meeting Date TBA – Town Highway Barn