

RECEIVED  
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OCT -9 AM 9:39  
MILLBURY, MASS.

**Town of Millbury  
Sewer Commission Meeting**

**August 13, 2013**

Meeting called to order at 5:17 PM

**Present:** Chairman Gary Nelson, Members Happy Erickson and Jeff Murawski, DPW Director Rob McNeil, Secretary Cindy Allard

**Minutes:** July 9<sup>th</sup> minutes were approved as written by Happy, 2<sup>nd</sup> by Jeff, all in favor.

**Reorganization:** Happy nominated Gary Nelson as chairman, 2<sup>nd</sup> by Jeff Murawski, all in favor; Happy Erickson nominated Jeff Murawski as clerk, 2<sup>nd</sup> by Gary, all in favor; Member is Happy Erickson; and Secretary is Cindy Allard.

**Invoices:** Were signed.

**Sewer billing:** Commission was updated on billing.

**Budget:** Commission was updated on the fiscal 2014 budget.

**Flow data:** Sutton has new company for calibrations. Millbury looking at Alden Labs to calibrate Sutton on behalf of Millbury, to have an independent company to test our base lines flows.

**Sewer hook-ups:**

- 198 Millbury Ave., new commercial kitchen already in use, Board of Health did advise internal grease traps in use. O.K. to operate under the Board of Health permits.
- 19 Irene Court, new sub-division, A.F. Amerello is drain layer.
- 17 Irene Court, new sub-division A.F. Amerello is drain layer.
- 2 Birchwood, NHB Construction is drain layer.

Board discussed all; Happy approved all sewer connection, 2<sup>nd</sup> by Jeff, all in favor.

**Sewer Rate:** Last year sewer rate was \$8.49 per thousand which was 5.99% , this year it is 5.412% and the new rate will be \$8.95 per thousand, we are using 350,000 from retained earnings compared to \$300,000 last year to stabilize the rate. Gary motion to accept the new sewer rate from \$8.49 per thousand to \$8.95 per this year, Motioned by Jeff to accept the new rate, 2<sup>nd</sup> by Happy, all in favor.

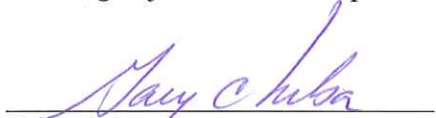
**Meeting Minutes:** minutes from July 9 were approved as written by Happy, 2<sup>nd</sup> by Jeff, all in favor

**Meeting Schedule:**

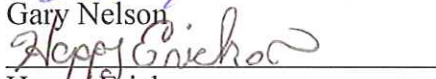
9/23/13 workshop only for rules and regulations

Regular meeting 9/24, 10/8, 10/22, 11/12, 11/26, 12/10

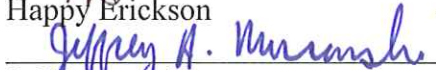
Meeting adjourned at 7:00 pm



Gary Nelson



Happy Erickson



Jeff Murawski

**Department of Public Works (FY 2014)**

<b>Sewer Division</b>						
<b>Dept.</b>	<b>Account</b>	<b>Description</b>	<b>Budget</b>	<b>Expended \$</b>	<b>Expended %</b>	<b>Balance</b>
440	5100	Personnel Services	222,307.20	0.00	0.00%	222,307.20
440	5200	Purchase of Services	287,689.00	0.00	0.00%	287,689.00
440	5400	Supplies	38,000.00	0.00	0.00%	38,000.00
440	5600	Intergovernmental (UBWPAD)	783,062.00	0.00	0.00%	783,062.00
440	5700	Other Charges & Expenses	2,000.00	0.00	0.00%	2,000.00
440	5800	Capital Outlay	175,000.00	0.00	0.00%	175,000.00
440	5900	Capital Expense	50,000.00	0.00	0.00%	50,000.00
<b>Total DPW - Sewer Division</b>			<b>1,558,058.20</b>	<b>0.00</b>	<b>0.00%</b>	<b>1,558,058.20</b>

Budget	FY2013 Rate	FY2014 Rate
<b>Expenditures</b>		
Salaries		
Commissioners Appointed	\$3,738.00	\$3,738.00
All Others	\$212,883.00	\$218,569.00
General Expenses	\$318,139.00	\$327,689.00
Capital Outlay	\$147,750.00	\$175,000.00
<b>Capital Assessment</b>	\$50,000.00	\$50,000.00
UPWPAD	\$719,018.00	\$783,062.00
<b>Operating Budget</b>	<b>\$ 1,451,528.00</b>	<b>\$ 1,558,058.00</b>
<b>Capital Improvements/Articles</b>	<b>\$ 50,000.00</b>	<b>\$ 50,000.00</b>
Debt Service	\$122,246.00	\$122,240.00
<b>Debt Service-New Project</b>	<b>\$829,215.00</b>	<b>\$829,216.00</b>
Indirect Costs	\$285,304.00	\$312,097.00
<b>Subtotal Indirect Costs</b>	<b>\$ 1,236,765.00</b>	<b>\$ 1,263,553.00</b>
<b>Grand Total-Expenditures</b>	<b>\$ 2,738,293.00</b>	<b>\$ 2,871,611.00</b>
<b>Revenues (to be Raised)</b>		
PENALTY & INTEREST	\$ 7,500.00	\$ 7,500.00
COMMITTED INTEREST 2013	\$ 102,408.00	\$ -
COMMITTED INTEREST 2014	\$ -	\$ 86,171.00
UNAPPORTIONED BETTERMENTS	\$ 65,000.00	\$ 65,000.00
APPORT BETTERMENTS - 2013	\$ 165,525.00	\$ -
APPORT BETTERMENTS - 2014	\$ -	\$ 143,122.00
SEWER INTEREST INCOME	\$ 25,000.00	\$ 25,000.00
PERMITS & OTHER MISC	\$ 2,500.00	\$ 2,500.00
Intergovernmental Receipts	\$ 95,000.00	\$ 100,000.00
<b>Anticipated Receipts</b>	<b>\$ 462,933.00</b>	<b>\$ 429,293.00</b>
Reserve Debt Service	\$ 5,826.00	\$ 5,092.00
Retained Earnings - Articles	\$ 50,000.00	\$ 50,000.00
Retained Earnings - Rate	\$ 300,000.00	\$ 350,000.00
Sewer Stabilization Fund	\$ -	\$ -
<b>Other Financing Sources</b>	<b>\$ 355,826.00</b>	<b>\$ 405,092.00</b>
Subtotal Revenues	\$ 818,759.00	\$ 834,385.00
<b>Amount to be raised</b>	<b>\$ 1,919,534.00</b>	<b>\$ 2,037,226.00</b>
<b>Grand Total</b>	<b>\$ 2,738,293.00</b>	<b>\$ 2,871,611.00</b>
Usage Base 7/1-12/31	106,892.00	106,925.00
1/1-6/30	119,272.00	120,782.00
Total Gallons Estimated***	<b>226,164</b>	<b>227,707</b>
<b>Sewer Rate</b>	<b>\$ 8.49</b>	<b>\$ 8.95</b>
<b>Percentage Increase</b>	<b>5.995%</b>	<b>5.412%</b>

\*\*\* Total gallons estimated