

**WATER & SEWER COMMISSION  
MEETING MINUTES**

**October 20, 2009**

**7:00 PM**

Selectmen's Meeting Room Town Hall

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**Present:** John Meader, Chairman, Bryant Firmin, David Pepe

**Also Present:** Kara Buzanoski, DPW Director

**NEW BUSINESS**

The meeting began at 7:30pm.

1. Review & confirm vote for quarterly billing water and sewer rates.

The commission discussed the rate study that identified the rate structure for the quarterly billing that was approved on June 4, 2008. Commissioner Pepe made a motion to confirm their intention to use the quarterly rates for the quarterly billing (noting that the January 14, 2009 rates were intended to be used for the May 2009 billing only). Commissioner Firmin seconded. The vote was unanimous in favor.

2. Review cost sharing breakdown for Fiscal 2010.

The Water and Sewer enterprise fund budgets share resources in many areas. The cost sharing was discussed at the February 4, 2009 meeting. It was found that in the minutes a cost sharing of 65%/35% was noted. The cost sharing should have been 60%/40%. Commissioner Firmin made the motion to correct the minutes to reflect the 60%/40% cost sharing. Commissioner Pepe seconded. The vote was unanimous in favor.

3. Review procedure for sending liens to real estate.

Mrs. Buzanoski outlined the current procedure that creates liens in October for any bills greater than one year old as of October. Since the liens don't appear on the real estate tax bill until February, she requested that the liens be created to include any bill that will be greater than one year old by February 1<sup>st</sup>. Commissioner Pepe made the motion to accept the new procedure. Commissioner Firmin seconded. The vote was unanimous in favor.

**Next Meeting:**

The next meeting will be November 4, 2009 at 7:00 pm.

**Adjourn:**

At 7:50 pm, Commissioner Firmin motioned to adjourn. Commissioner Pepe seconded. The vote was unanimous in favor.

Respectfully submitted,  
Kara Buzanoski  
DPW Director