

**WATER & SEWER COMMISSION  
MEETING MINUTES –May 14, 2013**

---

6:30 PM – Conference Room C, 63 Main Street Northborough MA

**MEMBERS PRESENT:** John Meader  
David Pepe  
Bryant Firmin

**ALSO PRESENT:** Dan Nason, Public Works Director  
Don Bunker, Fay Spofford & Thorndike  
Chris Woodcock, Woodcock Associates

**1. INFORMATIONAL MEETING ON RATE STUDY FOR WATER AND SEWER BILLS.**

Mr. Nason began by stating that the original schedule of meetings needs to be revised. He said that Phase I of the Master Plan has not been finalized and therefore the rate study is not complete. Don Bunker with Fay Spofford & Thorndike, and Chris Woodcock, with Woodcock Associates gave brief updates to the Commission.

**NEXT MEETING:**

Mr. Nason will be in contact with the Commission with a new meeting schedule. Commissioner Meader noted that he will not be available to meet June 6<sup>th</sup> to June 13<sup>th</sup>.

**ADJOURNMENT:**

The meeting was adjourned at 8:00 pm.

Respectfully submitted,

Lynda LePoer  
Administrative Assistant

*Documents used during meeting:*

1. May 13, 2013 Agenda