

September 16, 2014



TOWN of WAREHAM

Board of Selectmen/Sewer Commissioners

Meeting Agenda

7:00 P.M. Wareham Multi Service Center, Selectmen's Meeting Room 320, 48 Marion Road, Wareham, MA

1. CALL TO ORDER BY CHAIRMAN

2. ROLL CALL

3. ANNOUNCEMENTS

4. CITIZENS PARTICIPATION

5. APPOINTMENTS/REAPPOINTMENTS

- a. Appointment/Interview to the Wareham Cultural Council

6. LICENSES AND PERMITS

- a. Application for a Junk Dealer's License by Charles Lewis, 3245 Cranberry Highway, Buzzards Bay.

7. TOWN BUSINESS

- a. Vote to put articles on warrant.
- b. Close Fall Town Meeting Warrant.
- c. Policy 08-01 discuss and possible vote.
- d. Any other Town business not reasonably anticipated 48 hours prior to the posting of this meeting.

8. SEWER BUSINESS

- a. Discussion re. sewer policies.
- b. Discussion and possible vote on sewer abatement.
- c. Possible vote on direction for use rates.
- d. Discussion re. Comprehensive Wastewater Management Plan.

9. TOWN ADMINISTRATOR'S REPORT

Continued – Board of Selectmen/Sewer Commissioners Meeting Agenda 09/16/2014

10. LIAISON REPORTS

11. CONSENT AGENDA

- a. Authorization to sign bills and documents, etc.

12. ADJOURNMENT

13. SIGNING OF DOCUMENTS APPROVED BY THE BOARD

9/18/2014

MINUTES OF MEETING OF SELECTMEN/SEWER COMMISSIONERS

Date of Meeting: September 16, 2014
Date of Transcription: September 17, 2014
Transcribed by: Janet Wilson

1. CALL MEETING TO ORDER BY CHAIRMAN

2. ROLL CALL

Selectmen Present: Alan Slavin, Chairman
Patrick Tropeano, Clerk
Stephen M. Holmes
Peter Teitelbaum
Judith Whiteside

Also present: Derek Sullivan, Town Administrator
Attorney Rich Bowen

3. ANNOUNCEMENTS

Town Meeting will be held on October 27th

The Oakdale Playground cleanup will be held on October 5th, donations of gloves and plastic gloves are needed.

Selectman Whiteside and Slavin met with the Council on Aging appointees last week at the Boys and Girls club and she was excited about the ideas they are coming up with.

On September 21st a benefit will be held for Mrs. Drake at Stevie B's and all money raised will be donated to the School per Mrs. Drake's wishes.

Selectman Holmes thanked his fellow board members for signing a proclamation for his brother Jimmy which was presented Sunday at the Knights of Columbus. This was the 1st Life Time Achievement award that was presented.

Coffee Hour will be held on Thursday, September 18th at 9am, the guest will be determined and this will take place at the Redwood Community Room on Kennedy Lane.

4. CITIZENS PARTICIPATION

(none)

5. APPOINTMENTS/REAPPOINTMENTS

a. Appointment/Interview to the Wareham Cultural Council

Present before the board: Barbara Sullivan

Ms. Sullivan was interested in serving on the Cultural Council; she worked for the Boys and Girls Club for 8 years. She has recently moved to Wareham and would like to volunteer.

Present before the board: Katharine Morse

Ms. Morse stated that when she was President of the Historical Society they received a grant from the Cultural Council and understands how the program works.

Present before the board: Patricia Ciccotelli

Ms. Ciccotelli stated that she loves the arts and is looking forward to helping out.

Present before the board:

MOTION: Selectman Tropeano moved to appoint Katharine Morse as a member to the Wareham Cultural Council to a term to expire no later than June 30, 2017.
Selectman Whiteside seconded.

VOTE: 5-0-0 (unanimous)

MOTION: Selectman Tropeano moved appoint Patricia Ciccotelli as a member to the Wareham Cultural Council to a term to expire no later than June 30, 2017.
Selectman Teitelbaum seconded.

VOTE: 5-0-0 (unanimous)

MOTION: Selectman Tropeano moved to appoint Barbara Sullivan as a member to the Wareham Cultural Council to a term to expire no later than June 30, 2017.
Selectman Teitelbaum seconded.

VOTE: 5-0-0 (unanimous)

6. LICENSES AND PERMITS

a. Application for a Junk Dealer's License by Charles Lewis, 3245 Cranberry Highway, Buzzards Bay, MA

Mr. Lewis wasn't present before the board. Selectman Holmes would like to reject this application.

MOTION: Selectman Holmes moved to deny the application for a Junk Dealer's License. Selectman Whiteside seconded for discussion. Selectman Whiteside stated that they still owe a 3% fee to the town and the board agreed not to act on this application until the fee is paid and they are before the board to answer any questions.

SELECTMEN/SEWER COMMISSIONERS MEETING - 9-16-14 (CONT'D)

VOTE: 5-0-0 (unanimous)

7. TOWN BUSINESS

- a. Vote to put articles on the warrant

Chairman Slavin stated that we have two articles going on the warrant for the same thing. One is a petition article and the other one is put on by the Board of Selectmen. Both articles are asking for the town to accept the roads

MOTION: Selectman Tropeano moved to remove article #13 from the warrant. Selectman Whiteside seconded.

VOTE: 4-1-0 (Selectman Teitelbaum opposed)

MOTION: Selectman Tropeano moved to put on the warrant article #32 Return of Ethel Hammond School and article #33 Return of West School. Selectman Holmes seconded.

VOTE: 5-0-0 (unanimous)

- b. Close Fall Town Meeting Warrant

MOTION: Selectman Tropeano moved to close the Fall Town Meeting Warrant. Selectman Holmes seconded.

VOTE: 5-0-0 (unanimous)

- c. Policy 08-01 discuss and possible vote (moved to September 23rd meeting)

- d. Any other Town business not reasonably anticipated 48 hours prior to the posting of this meeting.

8. SEWER BUSINESS

- a. Discussion re: sewer policies

Mr. Campinha is working with Selectman Tropeano on this and will report back to the board at a later date:

- b. Discussion and possible vote on sewer abatement

MOTION: Selectman Whiteside moved to deny the request for abatement for 15 Lincoln Highway. Selectman Tropeano seconded.

VOTE: 5-0-0 (unanimous)

Meineke was asking for the board to review the EDU process and was requesting an abatement of the charges. Mr. Campinha stated that he has received requests from other businesses as well stating they feel it's unfair but unfortunately it's the EDU policy.

- c. Possible vote on direction for use rates

Some discussion ensued on the implementation plan.

SELECTMEN/SEWER COMMISSIONERS MEETING - 9-16-14 (CONT'D)

MOTION: Selectman Tropeano moved that the board vote to develop an alternate to the EDU rate policy. Selectman Whiteside seconded.

VOTE: 5-0-0 (unanimous)

Selectman Teitelbaum read into record a portion of the letter by Tighe & Bond (as attached).

d. Discussion re: Comprehensive Wastewater Management Plan

MOTION: Selectman Tropeano moved to modify the Comprehensive Wastewater Management Plan. Selectman Whiteside seconded.

VOTE: 5-0-0 (unanimous)

9. TOWN ADMINISTRATOR'S REPORT
(NONE)

10. LIAISON REPORTS

Chairman Slavin will be attending the Finance Committee meeting and will ask if they want to meet on October 1st.

11. CONSENT AGENDA

a. Authorization to sign bills and documents, etc.

12. ADJOURNMENT

MOTION: Selectman Holmes moved to adjourn. Selectman Teitelbaum seconded.

VOTE: 5-0-0 (Unanimous)

13. SIGNING OF DOCUMENTS APPROVED BY THE BOARD

Respectfully submitted

Janet Wilson

Department Assistant

The foregoing minutes were submitted to the Board of Selectmen/Sewer Commissioners on: 9-23-14

Attest: 

Patrick G. Tropeano, Clerk

Date Signed: 9-30-14

Date sent to the Town Clerk: 10-1-14

Tighe&Bond

www.tighebond.com

W-1946-0-035
July 31, 2014

Guy Campinha, Sr.
Director of Water Pollution Control
Wareham Water Pollution Control Facility
6 Tony's Lane
Wareham, MA 02571

RE: Proposal for Sewer Rate Implementation Plan

read into record

Dear Mr. Campinha,

We understand that the Town has decided to pursue transitioning to a sewer fee that is based on a combination of water usage and a fixed fee. As we have discussed numerous times and presented at public workshops, this form of sewer billing represents a more accurate distribution of the costs incurred by the Town for wastewater collection and treatment.

While a consumption based user fee is readily defensible it represents a significant change to the way that sewer bills are calculated. To prepare the town and its sewer customers for this change we have prepared this agreement for developing an implementation plan.

The goals of the implementation plan are to identify the technical requirements and potential challenges well in advance of implementing a new rate structure to prepare the Town and its sewer customers and to minimize impacts associated with the transition.

Scope of Services

1. **Develop Consolidated Customer Database.** The sewer department and the two water providers in the Town maintain completely separate customer databases. In order to transition to the new rate structure, an accurate, consolidated database is required. This database will be used to accurately predict individual user fee impacts, determine which customers have a sewer service but no water service, and also refine revenue impacts associated with customers whose water use may not reflect sewer use (i.e. Water Wizz).

During the rate study we began this process and were able to resolve numerous data discrepancies. A number of data gaps remain, leaving approximately 950 unresolved accounts.

While this was sufficient for the purposes of the rate study, further refinement is necessary for implementation. Under this task we will refine the existing customer database as follows:

- a. Work with sewer and water departments to resolve remaining account discrepancies. The goal is to reduce the number of missing accounts to less than 25.
- b. Identify which customers have sewer but no water service.
- c. Differentiate between residential and non-residential users. We will use a combination land use classification codes and Town EDU inventory to assign a user category for each user. This will be used in the impact analysis and also to help identify users whose water usage may not reflect sewer usage. This