

TOWN OF LUNENBURG  
SEWER COMMISSION  
520 CHASE RD.  
LUNENBURG, MA. 01462

Minutes of January 23, 2014-FY15 Budget Workshop-held at the DPW Building, conference room- 6pm.

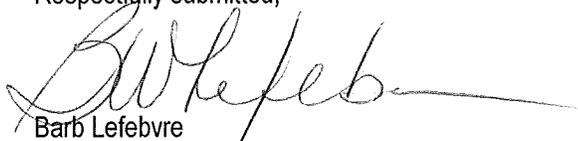
The workshop was called to order at 6:15pm by Carl Luck, Chair, with Jay Simeone, Dave MacDonald , Mike Nault , and Butch Bilotta in attendance. Also present were: Jack Rodriquez, DPW Director, and Barb Lefebvre, Business Manager.

**FY15 BUDGET**

Carl started the discussion of the FY15 budget. Barb noted that any boxes that were highlighted were items up for discussion. Barb pointed out the **Sewer bank fee** and that there was an entry in both income and expense for the I/I required remediation. Commission discussed the **Highfield capacity** figure and determined that it should not appear. Carl provided the backup to the situation with Highfield and added that he'd like to discuss in the future whether to charge the same capacity charge to all new connections. The Commission discussed the potential charge, whether it would be only commercial or residential as well, and whether it is just for Fitchburg flow customers, since per the IMA we pay for the capacity, or whether we'd charge for Leominster flow customers as well. In reviewing **Utilities**, Mike brought up whether we had checked with Unitil about 'losing a leg', since we were billed for labor and materials for the damage. Jack noted we had submitted for a similar issue and were denied a credit. Commission all felt we should attempt it anyway. In **Purchase of Service**, the \$50,000 for engineering of the proposed extension with the SRF loan was removed – we will request appropriation at Town meeting and it should not be a line item on our budget. As for **Outsourcing**, the Commission all agreed that they are very happy with Small Water Systems. Jack had talked to Debbie and she stated she would go with 2.5% over last year for next year, with the labor rate staying the same at \$68/hr. For Year 3, she would ask for 2.5% again, but raise the labor rate from \$68 to \$70/hr. The Commission were satisfied with that offer. The Commission discussed **Project funds** and getting it used soon for **Infrastructure** expenses. Commission discussed the SCADA system as well, and whether we could use Mass broadband that is all over town. The Commission was concerned that the **Fitchburg usage** was quite high. Barb will check invoices to ensure there was no error in billing. Carl noted that the adder as part of Fitchburg's rate was still figured into the amount proposed for FY15. After discussion, and with the method going over to the flow meters, it was decided to leave the Fitchburg amount as is. Commission determined to reduce **Leominster usage** amount as it seemed high to balance the budget. Carl asked if Small Water had checked the flow meters as they had committed to do it monthly at the inspection on 12/20. Barb will check.

Otherwise, budget is balanced again for the second year. Carl asked for a motion to adjourn. **Butch made the motion, Jay seconded. Vote taken was unanimous. Workshop was adjourned at 7:56pm.**

Respectfully submitted,

  
Barb Lefebvre  
Business Manager for the Sewer Commission