

**Joint Meeting of the Water & Sewer Commission
And the Electric Utility Commission
June 6, 2016**

- I. **Roll Call:** Commissioners Steve Fitzhugh, Chris Bradley, Ken Goslant, Dennis Donahue, Nate Freeman (absent). Others present: Town Manager Jeff Schulz; Utility Superintendent Pat Demasi.

Chris Bradley called the meeting to order at 7:00 PM.

- II. Approval of Minutes of 5-2-16.

Motion by Dennis Donahue, second by Ken Goslant, to approve the minutes of 5-2-16. **Motion passed 4-0.**

- III. **Meeting of the Electric Utility Commission**

Electric Budgets

The Electric Utility Commission reviewed a budget status report for the period ending April 30. The report showed that revenues are on track for the year based upon receipt of 82% of projected revenues. The expenses for the year are under budget at 70% expended as of the end of April. The Commission also discussed the CIP fund balances and future projects.

Motion by Dennis Donahue to adjourn the Electric Commission, second by Steve Fitzhugh. **Motion passed 2-0-0.**

- IV. **Meeting of the Water/Sewer Commission**

Water and Sewer Budgets

The Water and Sewer Commission reviewed a water budget status report for the period ending April 30; which revealed that revenues are below projections at 76% received (versus 83\$ projected), and the expenditures are on track for the year at 80%.

The Commission also reviewed a sewer budget status report for the period ending April 30; which revealed that are revenues are below projections at 75% received (versus 83%), and expenditures under budget at 77% .

Next, the Commission discussed sending a letter to the utility customers (with this month's bill) to notify them of the proposed increases in the water and sewer rates. The Commission noted that the letter should have been send previously as it is critical to notify the utility customers of the increases for this year and future years.

Next, the Commission discussed needed amendments to the Town Sewer Ordinance noting that it needs updating to reflect the merger, connections to the municipal system, and to clarify who is responsible for maintaining the sewer line service connections within the right of way. Chair Bradley agreed to work on the revisions to the ordinance.

Motion by Ken Goslant, second by Steve Fitzhugh, to adjourn the Water and Sewer Commission. **Motion passed 3-0-0.**

Respectfully Submitted,

Jeff Schulz, Acting Clerk

Adjournment