

**Board of Sewer and Water Commission
Meeting Minutes
January 25, 2024**

5:05 PM: Open Meeting

Quorum present: Earl Moffatt (EM); Simon Davenport (SD); Mark Webber (MW). Also present: Michael Buffoni (MB), Chief Sewer/Water licensed operator.

Board reviews SD draft of rate adjustment (both sewer and water) memorandum to be included in next customer billing. EM makes a motion to approve as amended. MW seconds. Vote taken, 3-0 in favor.

Board reviews FY 2025 annual town meeting articles relating to sewer and water capital and operations, as follows:

- \$28,000 for HVAC upgrades engineering. Funding source: Sewer Surplus Fund.
- \$4,000 for water storage tank cleaning. Funding source: Water Surplus Fund.
- \$25,000 for phosphorus reduction engineering for sewer treatment plant per DEP encouragement. Funding source: Sewer Surplus Fund.
- \$13,000 for upgrade to water system chemical feed equipment. Funding source: Water Surplus fund.
- \$50,000 for engineering of Swamp Rd. water main replacement. Funding source: Town funds.

Following discussion, MW motions to approve all articles. SD seconds. Vote taken, 3-0 in favor.

6:00 PM: There being no additional business to discuss and no public comments or questions. MW motions to adjourn meeting. SD seconds. Vote taken, 3-0 in favor.

Meeting minutes approved by:



Mark Webber, Chair



Earl Moffatt



Simon Davenport

Date: 3/8/24