

Finance Committee Meeting  
Acton Water District  
693 Massachusetts Avenue  
Acton, MA 01720

November 30, 2017 12:00 noon

In attendance were Finance Committee Members Bill Guthlein, Chuck Bradley and David Butler. Also in attendance were Chris Allen, District Manager, and Mary J. Bates, District Treasurer.

The meeting was called to order at 12:05pm.

#### **Approve Minutes**

Mr. Bradley made a motion to approve the minutes of the October 24, 2017 meeting as amended. Mr. Guthlein seconded the motion and it was unanimously approved.

#### **FY 2019 Draft Budget**

Mr. Allen presented the FY 2019 draft Budget to the Committee. The following highlights were discussed:

The accounting line item contains \$2,000 for the OPEB valuation.

The education line item includes all training and license renewals as this is a renewal year.

Health & Life Insurance numbers will be reviewed and updated.

The information reports line item includes WaterSmart and outreach.

The Middlesex Retirement number is the actual assessment from the last valuation.

The Legal account has remained stable as we no longer engage Special Environmental Counsel.

The meters line item is for the final upgrades, less than 1%, and new construction.

Income is expected to decrease this year as less water is being sold. A rate increase will be proposed in the near future.

### **FY 2019 Draft Warrant**

Mr. Allen presented the FY 2019 draft Warrant to the Committee. Included in the warrant this year is \$300K for a pilot in Acton Center. The iron and manganese levels are above the current DEP guidance level and treatment will be required.

The article for new mains will be used to pay down half of the \$1M borrowed to complete the Indian Village water main re-lining project.

### **Other Business**

Mr. Allen asked if the Finance Committee would like to continue attending Commissioners Meetings. Mr. Bradley indicated that a Finance Committee member has attended since he joined the committee. It is very informative for the committee.

Mr. Guthlein made a motion to adjourn the meeting at 2:00 pm and it was unanimously approved.

All documents referred to in the minutes are available for inspection at the Acton Water District Office, 693 Massachusetts Avenue 978 263.9107