

Board of Public Works
06/16/22 – Minutes
Conference Room A

DPW Board Members: Chair – Tom Nephew; Vice-Chair - Pat Harrington; Joe Mercado; George Clark; Lewis Lunn
DPW Staff: DPW Director/Engineer, Ken Kalinowski; DPW Business Manager, Paul Brinkman

- **Call to Order at 5:30 P.M.**
Chairman Tom Nephew called the meeting to order at 5:37 p.m., announcing that it was being recorded and broadcast. The video recording can be seen at: <https://pepperell.vod.castus.tv/vod/?video=eca4bb92-2ef3-44e0-b378-e5c98e17a7c3>
- **Public Comment**
None, no members of the public are present at the meeting
- **BPW working Session - Water / Sewer / Stormwater rate discussion (no votes to be taken)**
 - **Stormwater.** The BPW is on board with the Equivalent Residential Unit (ERU) approach. Paul made them aware that some properties (like Pepperell Housing Authority) could see a sizeable increase in their SW bills, and they accepted this as part of the recalibration of equity with the undeveloped parcels.
 - **Water.** Paul stressed the need to address the water rates ASAP, as revenue was down significantly from prior years (droughts, etc...) The BPW was concerned about the impact on rate payers, and focused on limiting the 1st tier to ~ 15% increase. Paul noted that it wasn't easy to make an apples to apples comp with the current rate structure, as the tier breaks were changed from 1250 down to 800. This will give ultra-low consumers a break, but moderate users will trip tier 2 sooner. Tom was adamant about retaining the tiers as a means to address conservation.
 - **Sewer.** The BPW liked the idea of a single tier with a straight base charge (no consumption). This will simplify billing and significantly reduce abatement requests. The rate tables will also eliminate Commercial rates as they are the same as Residential, and this will further simplify the tables.

Paul noted that due to the need to notify customers about these changes, he would request that they go into effect after the August billing. The BPW reluctantly agreed when they realized the quarterly billing cycles are offset from 'typical' quarters of Jan-Mar, Apr-June, etc.

There was some discussion about how best to get the info out to the public, ie, PSAs, Newsflash, bill stuffers, etc., with the final method TBD.

- **Next Meeting Dates**
 - June 30, 2022 (regular meeting)
 - June 30, 2022 (Water / Sewer / Stormwater Rates – public hearing within regular meeting)
- **Adjournment** – *Pat Harrington moves to adjourn the meeting of the Board of Public Works – Work Session. Lewis Lunn seconded the motion. The motion passes unanimously.* The meeting adjourned at 7:30 p.m.

Respectfully submitted,
Donna Lane-McPartlan
DPW Program Administrator, Highway Division