

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

December 16, 2016 12:00 noon

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

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

#### **Approve Minutes**

Mr. Butler made a motion to approve the minutes of the September 27, 2106 meeting as presented. Mr. Bradley seconded the motion and it was unanimously approved.

#### **FY 2018 Budget**

Mr. Allen presented the FY 2018 budget for review. Mr. Guthlein asked about the Legal account, relative to the NMI Super Fund site. Mr. Allen indicated that it should be sufficient at this time. Also discussed were the Middlesex Retirement and health insurance appropriations. The Salary and Wages line item was questioned. Mr. Allen informed the Committee that it includes Educational Incentive, on call pay and all overtime. The proposed budget is \$5,029,351.

#### **FY 2018 Warrant**

Mr. Allen presented the FY 2018 Warrant. In addition to the normal appropriations, there is also a request for \$50,000 to update the District's Master Plan and \$70,000 to purchase 2 new vehicles.

Mr. Allen updated the Finance Committee on the pump & treat system to be installed on the District's property at 16 Knox Trail. 1.4 dioxane levels have been consistent with what we

have seen in the past, which do not exceed the current guidance value from MA DEP. There is difficulty in treating 1.4 dioxane at the current levels and flow in South Acton, as the low concentration and high flow are atypical.

The Committee discussed current water rates and the current level of receivables. As rates have gone up, receivables have climbed. The District continues to lien properties that are delinquent, and charges 14% interest on all overdue accounts, per MGL.

Current year revenue shows that demands have decreased. It is expected that this will change in the spring as there are a number of projects currently permitted. Water revenue is consistent with last year.

### **Investments and the Legal List**

The proposed legislation is still under discussion in the Legislature.

Mr. Guthlein would like to see the District set up a Stabilization Fund, to help with larger increases in the future. Ms. Bates responded that a Stabilization Fund is also restricted as to investments, as it is considered general fund cash.

The Finance Committee will need to provide some guidance on when the OPEB fund will be utilized to pay for current retiree health costs. Currently, those costs are paid through the health insurance line item in the budget. It was agreed that this topic will be discussed after the next OPEB valuation, currently scheduled for FY 2018.

Mr. Guthlein made a motion to adjourn the meeting at 2:10 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