



# Town Of Webster

## Massachusetts

Est. 1832

### Webster Water Sewer Commission

350 Main Street  
Webster, MA 01570

Tom Andrade - Chairman  
Earl Gabor - Vice Chairman  
Dan Duteau

Marc Becker  
Rick LaFond - Town Administrator  
Tom Cutler - Water and Sewer Superintendent, Secretary

### Webster Water Sewer Commission Joint Meeting with Dudley Water/Sewer Commission

#### **Meeting Minutes** **Thursday, Jan 26, 2023** **6:30pm**

Town Hall Selectman's Room  
350 Main St, Webster, MA 01570

- Meeting Called to Order at 6:30 P.M.

Attendees: Earl Gabor, Dan Duteau, Tom Andrade, Marc Becker, Rick LaFond, and Tom Cutler. Guests: Matthew Abrahams, Paul Brinkman, Scott Zajkowski, & Bob Sullivan.

- Webster Chairman Tom Andrade opened the meeting with the pledge of allegiance. Chairman Andrade asked Dudley if they would have enough members to have a quorum. Dudley Chairman Mr. Scott Zajkowski made a phone call but was unsuccessful in connecting with Commissioner Spahl who earlier confirmed would be attending the meeting. He followed up with we could meet but Dudley would not be able to make any decisions or vote on anything tonight.
- **Fiscal 2024 Sewer Budget and 5 Year Capital Plan**-The Webster Sewer Superintendent Mr. Cutler presented the "Draft" FY24 operating budget and capital plan along with the 5 year forecast. Mr. Cutler explained the spreadsheets provided at the meeting are in draft form since we have not finalized our operating budget. Operating expenses were up for FY23 and again for FY24 due to an increase in chemicals, fuel surcharges, electricity, and sludge disposal. Mr. Cutler also stated salaries are flat for the time being since the Town Administrator will be negotiating with DPW union in the next few weeks for a new labor contract. Dudley Chairman Mr. Zajkowski asked about the indirect costs. He stated Webster is carrying \$825,000 per year and when comparing Dudley's indirect costs at \$90,000 year it seems high. Webster Commissioner Earl Gabor stated that topic was up for discussion at the March Commission meeting when the Webster Town Accountant will be able to further explain the calculations. Mr. Cutler stated the 5-year capital plan also includes FY23 since we did not meet last year and felt Dudley should be aware of the phase 1-capital repairs on the WWTP aeration system at around \$1.0 million dollars from retained earnings. Dudley's consultant Mr. Paul

Brinkman stated that is useful information for Dudley's rate planning. Mr. Cutler also stated other big capital impacts would be the 2<sup>nd</sup> phase of aeration work, which will include anoxic nitrogen removal, concrete structural repair, and blower efficiency improvements to reduce our electricity consumption. Keep in mind our new implemented NPDES permit requires Webster to actively pursue additional nitrogen removal even if we are meeting permit. This work is still being evaluated and could be between \$4 and 5 million in FY26. Dudley Commissioner Mr. Sullivan asked if Webster was considering grants for the work and Superintendent Cutler replied we have had conversations with National Grid but were not able check all the boxes on the first phase but definitely will look into the 2<sup>nd</sup> phase if we decide to move forward. Webster's consultant Mr. Matt Abrahams asked if the capital list could be marked or color-coded to identify collection or treatment.

- **IMA true up -discussion and possible vote-**Dudley Consultant Paul Brinkman provided a word document with comments relative to the True-up billing presented by Webster's Consultant by email on 12/20/22. The document describes discrepancies in flow data from 2010 to 2022 with an approx. 3% increase in December of 2016. Mr. Cutler stated that period could be when the new SCADA system was installed. Dudley Commissioner Bob Sullivan agreed and stated that was his thought as well. Mr. Cutler stated he would look into it. Webster Commissioner Earl Gabor performed some quick calculations and agreed it was a 2.9% difference. Commissioner Duteau asked if we would be able find the issue. Mr. Cutler stated we would look into it and report to the group. Mr. Brinkman further explained there is still an issue with new vs replacement and he feels a majority of the capital is new and not replacement as identified in the True-up. He stated he realizes it is an opinion. Commissioner Gabor stated we are following the language written in the contract and FY11 and 12 were previously agreed upon. Commissioner Becker followed up with we are talking about 17% vs 22%. How about we split the difference at 19.5% and move on. Both Commissions were receptive to the approach. Commissioner Gabor suggested we have Matt Abrahams run the numbers at 19.5, 20, and 21% and we meet again to discuss further.
- **Review IMA agreement-**Commissioner Gabor suggested when we meet again to be prepared to identify a smaller subcommittee to discuss changes to the IMA. Both Towns desire a more efficient process. Commissioner Gabor expressed his concern on how long it takes to get a response from Dudley and we only learn about any recent issues with the process on the day we meet. Something needs to be done to move this along in a timely manner. Dudley's Consultant Paul Brinkman stated it was his fault since this is not fulltime job and he works on it when he can. Chairman Andrade suggested a February meeting to get this resolved and stated he would work with Dudley's Chair to identify some dates.
- **Other business not known at the time of posting-**Dudley Chairman Scott Zajkwoksi and Commissioner Bob Sullivan asked Mr. Cutler if he could share Webster's IPP requirements for Cannabis facilities particularly for D.M. Holding Co. Mr. Cutler stated he would discuss with Webster's Chief Operator/IPP Coordinator Pam Welsh and follow up with supporting documentation for Dudley.

- **Adjournment**

A motion was made, and seconded, to adjourn the meeting at 8:00pm by roll-call vote:  
Gabor-yea, Becker-yea, Duteau-yea, and Andrade-yea.

**Attachments:**

- 01/26/23 Meeting Agenda
- FY24 Draft Operating Budget
- FY24 Draft 5 Year Capital Plan
- Dudley IMA True up Files FY10-22 provided by Matt Abrahams
- Dudley Monthly Percentage FY11-22 Graph provided by Paul Brinkman
- Dudley Comments Relative (word document) to True-up Billing Presented by Webster provided by Paul Brinkman