

**MINUTES OF MEETING OF BOARD OF SEWER COMMISSIONERS**

Date of Meeting: December 30, 2015  
Date of Transcription: January 4, 2016  
Transcribed by: Rebecca Benitez-Figueroa

**1. MEETING TO ORDER**

The meeting was called to order by Chairman Jordan at 6:37 pm

**2. ROLL CALL**

Chairman Jordan appointed Commissioner Giberti as Clerk, pro temp

Sewer Commissioners Present: Marilyn J. Jordan  
James R. Giberti  
Malcolm R. White

Sewer Commissioners Absent: Susan J. Sweeney  
Donna M. Bronk

Others Present: Guy Campinha, Sewer Superintendent

**3. SEWER BUSINESS**

a) WPCF FY2017 Budget Review and Discussion

Chairman Jordan stated that the Indirect Cost portion of the budget will not be discussed as it has not been submitted by the Town Administrator. A meeting to discuss Indirect and Direct costs for the FY17 budget is scheduled for Wednesday, January 6, 2015 with the Town Administrator and two Sewer Commissioners – Commissioner Sweeney and herself. Also scheduled for sometime in March will be a meeting with the Dept. of Revenue in preparation for an Indirect Cost Agreement between the Town and Sewer Commissioners.

Mr. Campinha reported that the FY17 WPCF budget must be submitted to the Town Administrator by January 5, 2016 and will contain a memo regarding the January 6, 2015 meeting to discuss Indirect and Direct costs.

The Detail Expenses includes: 1) Personnel (19 present employees) and will requesting an additional position for an additional lab manager/industrial pre-treatment coordinator. There is a 4% factor included for union negotiations for a total of \$959,705.44. 2) Department expenses Some of the items will be expanded when the Bourne IMA costs are factored in. The total expenses projected for FY17 totals \$2,342,732.51. The combination of personnel and operating/maintenance expenses resulted in a total Expenses proposed budget of \$3,302,438.95.

The Debt portion of the budget including principle and interest is \$2,954,832.55 plus \$3,302,438.95 Expenses and Capital Outlay of \$1,006,000 equals a total project FY17 Budget of \$7,263,271.50. An explanation of the items in the Capital Outlay was given by Mr. Campinha.

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Mr. Campinha continued with an explanation of the Revenue side of the budget which included rate payer revenue, septage/grease/, Bourne IMA and Betterment/Betterment Reserves for a total of \$8,133,487.17.

Discussion ensued.

**MOTION:** Commissioner Giberti moved to accept the budget presentation made by the Sewer Department Superintendent. Commissioner White seconded.

**VOTE: 3-0-0 (Unanimous)**

**4. NEXT MEETING DATE AND TIME**

The next meeting scheduled for January 7, 2016 at 6:30 p.m.

**5. ADJOURNMENT**

**MOTION:** Commissioner Giberti moved to adjourn. Commissioner White seconded.

**VOTE: 3-0-0 (Unanimous)**

Respectfully submitted

**Rebecca Benitez-Figueroa**  
Department Assistant

Attest:

  
**James R. Giberti, Clerk Pro Temp**  
BOARD OF SEWER COMMISSIONERS

Date Signed: 1/7/2016

Date sent to the Town Clerk: 1/11/2016