



# Town of Danvers

## Department of Public Works

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To: Water & Sewer Commissioners  
From: David B. Lane, Director of Public Works & Utilities *DBL*  
Date: **June 19, 2020**  
Re: **COMMISSIONERS MEETING – June 18, 2020**

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The meeting was held on Wednesday, June 18, 2020 at 5:30 PM through remote participation and broadcast through DCAT.

The meeting was called to order by Chairman Rybicki at 5:30 PM.

A roll call vote was conducted by Chairman Rybicki. Present at the meeting was Board Members Coley Rybicki, Chair, Justin Theriault, Michael O’Keefe. From staff: David Lane, Peter Korpusik, Aaron Cilluffo, Rodney Conley, Stephen King, Richard Souza and this writer, Lee King.

**Item 1:**      **Executive Order on Remote Participation & Remote Conduct for Open Meetings:**  
An introduction of the remote open meeting of the Water & Sewer Commission consistent with Governor Baker’s Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the COVID-19 virus was read by Coley Rybicki.

**Item 2:**      **Directors Update:**  
Director, David Lane reiterated the downward trend in water sales is causing the negative impact on revenue. Without an increase in the FY21 water and sewer rate we would fall below the 10% balance needed in retain earnings. He discussed the rate options that were presented to the Commission at the June 10, 2020 meeting and the impact each rate increase would mean. (attached) Commercial usage was down 42% in June while residential was up 22%. Although residential usage is larger than commercial usage, we are still in a deficit. However, we are confident the budget will be balanced for this fiscal year.

Coley Rybicki stated he understood the main basis of a rate increase is due to a drop in usage in gallons which results in lower sales. He also stated how difficult maintaining a balanced budget in this utility due to government regulations and weather conditions. Both staff and Commissioners were in agreement with Coley Rybicki’s observations.

Justin Theriault stated he noticed we went from level 2 to level 4 drought conditions as of today. He asked if we historically have been in these conditions this time of year. David Lane explained that the last two years were cool and wet this time of year and it is much earlier than usual to have to go to level 4. We are mandated by the state to impose these restrictions on water usage due to the dramatic drop in the Ipswich River water level and lack of rainfall. There is a good possibility we will go level 5 as early as next week. Aaron Cilluffo stated it has been 4 years since we had to implement these types of restrictions during this time of year. It usually occurs in August. In 2002 we did reach level 6 drought conditions which banned all water use.

**Item 3:**      **Vote to Approve the Minutes of Previous Meeting:**

Coley Rybicki stated a correction for the record. We inadvertently went to Item 3 on the agenda before voting on the minutes of the last meeting. The correction was noted.

The minutes of the June 10, 2020 meeting were reviewed by the Board. A motion to approve minutes was made by Justin Theriault and seconded by Michael O’Keefe. The minutes were approved unanimously by a roll call vote.

**Item 4:**      **Rate Increase Recommendation**

At this time a rate recommendation was presented to the board. Based on the three options that were presented. A motion was made by board member, Michael O’Keefe to accept the lowest rate increase, 5% on water and 4% on sewer. The motion was seconded by Justin Theriault. The rate increase recommendation was approved unanimously by roll call vote.

Hearing was Adjourned at 5:56 PM