



# Chelmsford Water District

20 Watershed Lane • Chelmsford MA 01824-4884 • [www.chelmsfordwater.com](http://www.chelmsfordwater.com)

## CHELMSFORD WATER DISTRICT

### Work Session

August 18, 2021 at 10:00 a.m.

**PRESENT:** Commissioners: John G. Harrington  
Bill Martin  
Ron Wetmore  
Superintendent: Andy Reid  
Business Director/Treasurer: Lisa Quatrale

Meeting Opened at 10:00 a.m. with the Pledge of Allegiance.

Lisa Quatrale submitted a power point document that reviewed rates, bond debt, and Aging Infrastructure both historical and future outlook. Ms. Quatrale recommended an increase of 5% to water rates to align with our approved FY22 expense budget which will bring us to almost break even point. Expenses have increased over the past years and the District has not had a rate increase in six years.

In addition to rates, Ms. Quatrale recommended a 60% decrease to rate takers for bond debt fee which is due to expire in FY2027. This reduction should bring the District to break even for repayment.

In addition to this reduction, Ms. Quatrale recommended an infrastructure fee be implemented to support our future infrastructure capital plans. She recommended that since rate payers were going to see a reduction in Bond Debt payments that the infrastructure fee be analyzed and reviewed to help support a portion of our infrastructure demands in future years with future increases needed to support capital plan for aging infrastructure. She also indicated with this reduction of bond debt fee and the creation of infrastructure fee, the rate takers would see a slight decrease in the quarterly bills. Discussion pursued and it was agreed that a \$25.00 infrastructure fee will be added to all quarterly bills and will need to be discussed and voted on at our regular commission meeting.

Ms. Quatrale recommended all changes to go into effect on January 1, 2022. Communicating to our rate takers will be reviewed in subsequent meetings.

Andy Reid reviewed the District's current Rules and Regulations and outlined item by item proposed updates and changes. Discussion pursued and will be continued at future meetings.

Meeting adjourned at 11:55 a.m.

Submitted by Lisa Quatrale, Business Director, Treasurer.

#### Commissioners

Bill Martin, Chairman  
Ronald W. Wetmore  
John G. Harrington

#### Operations

Andrew L. Reid, Superintendent  
Tel: 978.256.2931  
Fax: 978.256.7114  
E-Mail: [areid@chelmsfordwater.com](mailto:areid@chelmsfordwater.com)

#### Administration

Lisa M. Quatrale, Business Director and Treasurer  
Tel: 978.256.2381  
Fax: 978.244.1434  
E-mail: [lisa@chelmsfordwater.com](mailto:lisa@chelmsfordwater.com)