



Chelmsford Water District

20 Watershed Lane Chelmsford MA 01824

www.chelmsfordwater.com

Minutes

Work Session

Wednesday, September 15, 2022

Present: Commissioners: John G. Harrington, Bill Martin, Ron Wetmore
Superintendent: Andrew Reid
Business Director/Treasurer: Lisa Quatrale

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

Andy Reid presented the Board of Water Commissioners a capital improvement plan that outlines capital projects through FY2029. Lisa Quatrale reviewed projected financials associated with future operating and capital budgets. Board of Water Commissioners reviewed capital plans and prioritized potential projects for next fiscal year. Ms. Quatrale reviewed the current District rates and anticipated deficit of FY24 budget as it pertains to these rates. She further explained that the District increased its rates on January 1, 2022 by 5% and this was the first increase since 2016. With unprecedented cost of living and supply chain issues, the need for rate increase is needed. The Commissioners reviewed the deficit and discussed annual increases to costs, rates need to be reviewed annually and increases are inevitable.

Mr. Reid and Ms. Quatrale reviewed current infrastructure fee which is used for capital infrastructure funding generates approximately \$850,000 annually. Currently the District CIP annual costs run between \$1.87M and \$2.3M. Historically Capital Improvement plans were funded through free cash and fees. Discussion ensued regarding an increase to Infrastructure Fees.

Mr. Reid continues to aggressively look for grant opportunities to help alleviate costs.

The Board of Water Commissioners requested additional work be done prioritizing next fiscal year's capital needs and asked for a rate study to be done to align our rates with FY24 Operating Budget.

A second financial work session was scheduled for Tuesday, September 27th at 10:00 a.m.

The meeting was adjourned at 12:45 p.m. on a motion by Mr. Harrington. The motion was seconded by Mr. Wetmore. The Commissioners voted as follows: Mr. Harrington, Aye, and Mr. Martin, Aye, Mr. Wetmore, Aye. The motion to adjourn was unanimously approved.

Respectfully submitted,

Lisa M. Quatrale

Commissioners

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

Operations

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Administration

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