

**Sterling Water Pollution Control Authority
Special Meeting Minutes
Wednesday, November 15, 2023 @ 6:00pm
Sterling Municipal Building Room #15**

Members Present: Link Cooper, Dean Roussel, Pete Rabbitt

Absent Members: Jack Joslyn

Also Present: Sherri Soucy and Melissa Bradley; Recording Secretary

- I. **Call to Order:** L. Cooper called the meeting to order at 6:02pm.
- II. **Pledge of Allegiance:** All stood to honor the pledge of allegiance.
- III. **Audience of Citizens:** None
- IV. **Approval of Minutes - March 24, 2023:** D. Roussel made a motion to approve the minutes of 3/24/2023 as presented. P. Rabbitt seconded the motion. Motion carried 3-0.
- V. **Discussion from D. Roussel regarding Water & Sewer:** D. Roussel presents the board with sewer and water rate adjustments.

Sewer Rates:

Current Sewer Rate per EDU*: \$450.00

Proposed Sewer Rate Per EDU: \$600.00

*EDU or Equivalent Dwelling Unit is the unit of measure by which the periodic user charge for sewer services provided the Authority is calculated and imposed upon each improved property served by the sewer system, as determined in accordance with the schedules contained in the applicable rate resolution or any subsequent rate resolutions of the Authority. An Equivalent Dwelling Unit or one (1) EDU is defined as a single-family residential household.

Total number of EDU's on the system as of 3/31/2021: 240.2

New Construction Sewer Connection: TBD

Last rate increase: July 1, 2018

D. Roussel suggests performing an audit prior to implementing these changes to get the most up to date information. This can be done from the information on the Assessor cards.

Water Rates:

Currently, the Town of Sterling uses a multi-tiered rate structure. What is proposed here is a simplified rate structure based on a flat quarterly fee which includes a fixed amount of usage with a surcharge for any amount over the standard allotment. As the majority of accounts are residential in some form or another, the allotment amount is based on a single-family usage of 150 gallons per day with a 1,500 gallon buffer allowing for 15,000 gallons per quarter.

Proposed Quarterly Usage Rate: \$150.00 up to 15K gallons/qtr
Excess Consumption Over 15K gallons/qtr: \$0.0095 per gallon (\$9.50/1K)

Quarterly Consumption Fire Hydrant Charge: \$75.00
Meter Installation/Removal: \$250.00
Meter On/Off Charge: \$250.00 - Between 8am-4pm M-F
All Other Times: \$450.00

Any/All additional charges shall be billed to the customer at cost plus.

Last Water Rate Adjustment: July 1, 2018

Discussion held on a new construction install that is believed to have cost approximately \$3,500.00. S. Soucy will check rates in surrounding Towns. D. Roussel will inquire what charges are incurred by White Water for installation so this fee can be adjusted accordingly.

L. Cooper is meeting with Prime Electric to obtain a quote to locate, fix/replace and raise approximately 30 manholes.

- VI. Meeting Calendar:** D. Roussel made a motion to set the 2024 regular meeting dates for January 17, February 21, March 20, April 17, May 15, June 12, July 17, August 21, September 18, October 16, November 20, and December 18, beginning at 6:30pm at the Sterling Municipal Building, Room #15. P. Rabbitt seconded the motion. Motion carried 3-0.

VII. Adjournment: D. Roussel made a motion to adjourn the meeting. P. Rabbitt seconded the motion. Meeting adjourned at 6:33pm.

Respectfully Submitted;

Melissa J. Bradley
Recording Secretary