

Sewer Rate Committee Meeting Minutes  
6:00 pm, 3/3/10, @ Jay Middle School Library

- In Attendance: Town Staff; Mark Holt - Jay Sewer Supt., Ruth Cushman - Jay Town Mgr., Ronda Palmer - Town Clerk, Committee Members; Joan vomEigen, Susan Weston, Warren Bryant, Paul Gilbert, Pearl Cook, Mike Schaedler and Robert Donald. Members of the Public; Mike Houlihan. Press; Debbie Hoake.
  - The meetings' Agenda and Attendance sheet are attached.
  - MMS by Joan vomEigen / Warren Bryant to accept the minutes of the February 10, 2010 meeting. Motion passed unan.
  - Ruth gave an update on the action taken by the Selectmen at their 3/1/2010 meeting. The Selectmen voted to use the current equivalent unit billing system for FY 2010-2011 to allow adequate time to study and possibly implement a new sewer billing system based on water usage and to not charge municipal buildings a sewer fee for FY 2010-2011. This was the recommendation the Sewer Rate Committee passed on to the Selectmen.
  - Mark gave a clarification of the Sewer Rate Committee's responsibilities. Mark had received comments from a member of the Sewer Rate Committee concerning some confusion with what the Committee was supposed to be doing. Mark stated that the Committee was to look into how sewer fees should be assessed to the sewer system users. The Committee should compare the current equivalent unit billing system to assessing sewer fees based on water use. If the Committee decided to go with a billing system based on water usage, they should determine how such fees should be assessed and implemented. The committee would then take their recommendations to the Jay Board of Selectmen for a final decision. Mark explained that the rewrite of the Sewer Use Ordinance was not within the scope of the Sewer Rate Committee's responsibilities.
  - With the committee's recommendation to the selectmen being that a new system of assessing sewer fees based on water usage be implemented, the committee set their sights on that task. The major decisions needed were outlined by Mark. The committee was instructed that decisions needed to be made concerning minimum use quantities, fees associated with minimum usage, per cubic foot charges, tiered fee or flat rate fee, residential fee - non-residential fee difference and/or other possible fee systems. Much information and discussion was shared by all. Mike Schaedler mentioned charging a fee differential based on the size of the water meter entering the building.
- MMS Sue Weston / Joan vomEigen to set the minimum use quantity at 3,000 cubic feet per year. Discussion was held on the motion. Mark was asked to calculate the effect the minimum would have on the users if the minimum were to be set at 3000, 3500 and 4000 cubic feet of usage per year and the minimum fee was \$200 for minimum usage based on a revenue goal of \$356,000 and 5,835,000 cubic feet of water usage annually. No vote on

the motion until the committee has a chance to review the calculations Mark has been asked to provide. *Note; See the attached calculations.*

- Next meeting scheduled for Tuesday, March 23, 2010, 6:00pm at Jay Middle School Library.

- MMS to adjourn at 7:10pm by Pearl Cook / Robert Donald. Motion passed unan.

Minutes recorded by Mark L. Holt, Supt., Jay Sewer Department