



LYNNFIELD CENTER WATER DISTRICT WARRANT
The Commonwealth of Massachusetts
Regular Board Meeting
6:30 p.m. December 2, 2019

Date, time, place: The regular meeting of the Board was held on Monday, December 2, 2019 at 6:30 PM in the H. Joseph Maney Room at Town Hall, Lynnfield.

Present were: Commissioners Robert Almy, Anders Youngren and Joseph Maney, Superintendent John Scenna, Treasurer James Alexander, and Clerk of the Board Christine Smallenberger

Absent: Water Foreman Nick Couris

Also attending were: See sign-in sheet for ratepayers incorporated into the minutes hereto.

Additional attachments: Agenda, incorporated into the minutes hereto.

Next Regular Meeting: Monday December 16, 2019 at 7:00 pm in H. Joseph Maney Room at Town Hall

Adjourn: 8:05 PM

The meeting was called to order at 6:30 PM.

Agenda Item 1. New Business.

- a. **Tax rate classification hearing.** Discussion was had regarding shifting the tax levy and the impact to residential and commercial properties. Setting the tax rate for this fiscal year has been discussed at many board meetings and the importance of this hearing had been communicated via the recently mailed water statement, in the newsletter sent with the bill, newspaper articles and social media. We do not want the tax levy to be this high but last fiscal year's revenue was substantially reduced due to rescinding the 2018 water rates. The tax portion for this fiscal year will be 77% of our revenue with only 23% through volumetric rates and other miscellaneous revenue.

Motion: a motion was made to authorize a .93 tax levy to the rate and keep the differential at 1.0 between commercial and residential property meaning a zero shift.

Second: the motion was seconded, and the motion carried by unanimous vote.

- b. **Discussion with KP Law.** Superintendent Scenna feels they can be a great resource for the District. We need to look at procurement, change a few things with labor, rates and capital projects. Representing KP Law, Attorney's Tom McEnaney and Jeff Blake introduced themselves and the firm's capabilities in the public sector. The firm represents other water districts and local government. Every attorney at the firm has

a specialty. Attorney Blake has fair experience with DEP withdrawal permits. The firm offers 2 free training sessions to their clients on open meeting law and procurement. Superintendent Scenna feels a transition is critical and the timing is critical as we need legal support. A motion will allow him to start working with KP Law.

Motion: a motion was made to direct Superintendent Scenna to work with KP Law to develop a letter of engagement to bring back to the board at the December 16th meeting to include a wide range of services appropriate to the District.

Second: the motion was seconded, and the motion carried by unanimous vote.

Agenda Item 2. Old Business.

- a. **Filter Rebate Program.** Superintendent Scenna has brought to the board this evening a warrant for the Board's approval to release filter rebates. We are waiting on some final documents before some checks can be released. Superintendent Scenna informed the board one rebate didn't meet the criteria and will notify the homeowner they did not meet the criteria.

Agenda Item 3. Public Comment for any Topics not Listed on this Agenda. There were no comments.

Agenda Item 4. Review and approve minutes of prior meetings. Commissioner Almy had some revisions to the November 25th minutes to reflect two changes: under adjourn, the board adjourned at approximately 9:20 pm and came out of executive session at 9:15 pm with nothing to report from the executive session.

Motion: a motion was made to approve the minutes of November 25, 2019 meeting with the changes stated.

Second: the motion was seconded, and the motion passed by a unanimous vote.

Agenda Item 5. Board review and approval of payroll, A/P Warrant(s) and Rebates. The board approved payroll, A/P Warrants and Filter Rebates.

Agenda Item 6. Board may go into executive session for labor related issues. The regular board meeting adjourned at 7:41 PM for executive session and the Clerk of the Board took leave of the meeting.

The board voted to leave executive session at 8:04 PM with nothing to report from the executive session.

Chairman Maney made a motion to adjourn the meeting at 8:05 PM.

Respectfully submitted,