

# 20220721 APPROVED Kingfield Utility Advisory Committee Meeting Notes

## Meeting Details

<b>Date</b>	07/21/2022	<b>Time</b>	6:00 PM - 7:00 PM
<b>Reference / Resources</b>	Meetings to be held at Webster Hall, 38 School Street.		

## Attendance

Name	Present	Absent	Name	Present	Absent
Bobby Brown	X		Suzanne Dunham	X	
Peter Manning	X		Niki Woodhouse (notes)	X	
Dan Davis	X				

## Agenda / Discussion Items

Topics
<p><u>Last Meeting(s) Notes</u></p> <p>The May meeting notes were reviewed. Peter motioned that the May notes be accepted as written, Dan 2nd, all in favor.</p> <p>June meeting was mostly a tour of the WW system. Notes were reviewed and it was noted that the header date needed correction and there was one typo to fix (2nd to last bullet - "and"). Bobby motioned that the June notes be accepted with the two needed edits, Suzanne 2nd, all in favor.</p> <p><u>Operating Costs</u></p> <ul style="list-style-type: none"> <li>● \$76,379.80 = sewer billing NOT TIF credit, it was in the wrong row on the sheet.</li> <li>● We need to get a number for TIF.</li> <li>● Leanna and Peter aren't sure about \$1,983.64.</li> <li>● TIF credit basically covers upgrades.</li> <li>● Formula - took total expenses and subtracted WW upgrades (those are a capital expenditure not operating expense) <ul style="list-style-type: none"> <li>○ Bobby asked why 19/20 total was \$16,000.00 lower.</li> <li>○ Bobby asked about the other capital expenditures, we'd like to see these to understand.</li> </ul> </li> <li>● Peter's assessment - we need to generate \$100,000.00 to cover operating expenses. <ul style="list-style-type: none"> <li>○ 30% increase over 20/21 = ~\$100,000.00 <ul style="list-style-type: none"> <li>■ But we don't know how the increase is or will be distributed across the users.</li> </ul> </li> </ul> </li> </ul> <p><u>Poland Springs</u></p> <ul style="list-style-type: none"> <li>● Some discussion about the \$70,000.00 <ul style="list-style-type: none"> <li>○ \$5,500.00 per year operating expenses (testing)</li> <li>○ Of the \$64,500.00 going into general fund (over last eight years) a small portion are now going into the reserve <ul style="list-style-type: none"> <li>■ But how much and what is current total?</li> </ul> </li> </ul> </li> </ul>

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## Billing related

- Peter's usage data- second quarter
  - only 25 homes greater than 15,000 gallons and 65 homes greater than 6000 gallons.
  - This is a lot of water.
  - Several other districts set a number at 9,000 gallons not 15,000.
  - Some districts modify for winter?( I did not get the details of this conversation.)
  - So maybe we figure out the gallon minimums and overage costs needed to make that \$100,000? Or \$120,000?
  - Business rate is higher - 100% instead of 95%.

## Next steps

- Niki asked for clarification on our immediate goals, and what we need to do over the next couple of meetings.
  - UM Capstone won't kick off until January, so we have more time to collect information and understand.
    - We think we can and will get the UM capstone scope of the Stonework soon.
  - Niki also asked if it was the selectmen's opinion that we can and should consider and recommend alternative strategies for current billing. Bobby said yes
  - Susanne expressed/relayed Travis his concerns about any system changes and affects to the overall budget. Conversation re-: treating the system.

## Action items

- Niki motioned to request information in the booklet to be made available in digital form, Peter seconded, all in favor. Peter will make this request
- Peter will ask Travis for numbers regarding capacity, photos of the Keenan beds, and the construction report.
- Peter will ask for Poland Springs specifics year of bed, dollar reserves set aside
- Peter will get clarification on TIF credit.
- Peter will schedule the building for our next meeting to be on Wednesday 8/24 at 5:30 PM.
- Bobby motioned to stop using the generic email account for communication or sharing information with other committee members. Peter 2nd, all in favor.

Bobby motioned to adjourn the meeting, Dan second, all in favor. Meeting adjourned at 7:08 PM

## Next Meeting

<b>Next Meeting Date:</b>	8/24/2022 5:30 PM
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