

**BRUNSWICK SEWER DISTRICT**  
**Board of Trustees**  
**Public Rate Hearing**  
**21 January 2016**

**Approved Minutes**

**Call to Order**

The Board of Trustees Public Hearing regarding proposed changes to the Brunswick Sewer District's User Rate Schedule was called to order by General Manager Blanchette at 6:35 PM on Thursday, 21 January 2016, in the Board Room at District offices at 10 Pine Tree Road, Brunswick, Maine. A prepared agenda was noted and the meeting was recorded.

Members present: Chair Priest, Trustees Harvey, Rice, and Green.

Others present: General Manager (GM) Blanchette, Finance Manager (FM) Caron, Administrative Assistant Bonnie Shippen (minutes), and Camera Operator Dan Munsey. Also present were Mr. Stuart Kay, Superintendent for Topsham Sewer District

Members absent: Assistant General Manager (AGM) Pontau.

**Meeting Advertisement**

The meeting was advertised in the Friday, December 31, 2015 and Friday, January 08, 2016, editions of the *Times Record*, Brunswick TV3 ran continuous advertisement from December 22, 2015 through January 21, 2016. All ratepayers were mailed the "Brunswick Sewer District Notice of Public Hearing" noting the date and time of the hearing and the proposed schedule of rates.

**Note Sign-In Sheet and Available Documents**

Chair Priest noted this was a public hearing regarding a proposed rate increase. He noted there was a sign-in sheet by the door and documents for anyone attending the meeting.

**Explain Rate Change Process**

GM Blanchette noted that changes to the District rate structure requires two affirmative votes from our Board of Trustees. He noted the first vote adopts the proposed rates to be discussed at this public hearing, which was taken on December 17, 2015.

GM Blanchette noted the second and final vote is scheduled to occur at the February 11, 2016 Regular Board meeting assuming the Board decides to move forward based on the public comments received at this hearing in addition to any other comments received between now and February 11<sup>th</sup>.

GM Blanchette noted that once the proposed rate schedule, or a revised rate schedule, is adopted, the new rates will become effective April 01, 2016.

**Present Proposed Schedule of Rates**

GM Blanchette distributed the 2016 Proposed Schedule of Rates and reviewed the proposed increase for Rate Schedule I through VI, noting the increased rates ratepayers will see.

**Review Need for New Rate Schedule**

GM Blanchette noted the reason for the rate increase is to finance the \$22 million Clean Water State Revolving Fund (CWSRF) loan for the upgrade to the wastewater treatment plant. He distributed the Project Financing Summary, noting the loan has an interest rate of 1% with an average annual repayment amount of \$1,250,000.

GM Blanchette noted that he anticipates another two years of substantially the same rate adjustment to achieve the additional revenue to cover the CWSRF loan payment. He noted that the last substantial upgrade was completed 25 years ago and it is necessary to upgrade and update the treatment plant.

**Public Comment**

The floor was opened up for public comment. Mr. Stuart Kay, Superintendent for the Topsham Sewer District, introduced himself and noted that he supports the upgrade as it is needed and they should proceed.

GM Blanchette noted he did not receive any written comments for or against the rate increase. He noted that he did receive a few calls from customers regarding which rate schedule they were under and how it effects them. There were no other comments.

**Remarks from the Chair:**

Chair Priest asked if there were any other comments. With none forthcoming, he thanked all those that attended the hearing.

**Adjournment**

There being no further business before the Board of Trustees, the public hearing was closed at 6:50 p.m.

Attest: \_\_\_\_\_  
Doug Rice, Assistant Treasurer  
Clerk (pro tem)