

CHARLES RIVER POLLUTION CONTROL DISTRICT  
66 Village Street, Medway, MA 02053

Minutes from February 15, 2024 Monthly Meeting – 3:05 p.m.

The meeting was held in the John McCahill Conference Room at the District's treatment facility. In attendance were, Chairman David C. Formato, District Commissioners Ted Kenney, Douglas M. Downing, Wolfgang Bauer and Mark Cataldo and Executive Director Elizabeth Taglieri, Engineer Kristen Mucciarone and Executive Secretary Barbara W. Maffeo. Also, in attendance were CRPCD's Evan Karsberg, Ellen Rosenfeld representing the Town of Millis Select Board and Peter Pellitier, Director of Town of Medway Department of Public Works.

The following attachments were presented during the monthly meeting and are on file at the District with the approved minutes.

- Year to Date O & M Budget versus Actual (July 2023 – January 2024);
- Prior Year Comparison of O & M Budget (July 2022 – January 2023 vs. July 2023 – January 2024);
- Septage Revenue – Prior Year Comparison (July 2022 – January 2023 vs. July 2023 – January 2024);
- Sewer connections (January 2024);
- Overview of FY 2024 Budget dated February 15, 2024;
- Copy of Credit Card Expenses Statement for two Harbor One Credit Cards–Elan Financial dated January 6, 2024–February 6, 2024;
- Copy of CRPCD Financial Policies and Procedures Manual Page 14 and a historical Cost of Living Adjustment chart reflecting the dates of July 1, 2014–January 1, 2024;
- Handout dated February 15, 2024 reflecting Net–Metering Credit Revenue 2026–2024 (five months);
- Handout dated February 15, 2024 reflecting Third Party Purchase of Supply Rate; Historical Energy Savings;
- Copy of Draft January 18, 2024 Monthly Meeting Minutes;
- Copy of Warrant #24–08 dated February 15, 2024.

Item #1 – Discussion on Cost-of-Living Policy.

The Board postponed discussion of the District's Cost of Living Policy at the last monthly meeting waiting for full attendance of the Commissioners. The Director presented a copy of the District's Cost of Living Policy as it appears on page 14 in the District's Financial Policies and Procedures Manual for the Commissioners perusal and comment. She also included a copy of the historical Cost of Living Adjustment percentages awarded by the District starting on August 1, 2014–January 1, 2024. Nine percent and an additional two percent over \$30,000 of each employee's salary is committed to the Norfolk County Retirement System. This percentage is dictated by the state of Massachusetts. The Commissioners were satisfied with the current policy.

A motion was made by Commissioner Kenney and seconded by Commissioner Downing to approve Warrant #24-08 as shown in the agenda.

\$361,314.02

Item #3 – Engineer's Report.

- Item #4 – Executive Director’s Report.

- |          |                             |           |
|----------|-----------------------------|-----------|
| Franklin | 1 development (46 bedrooms) | 5,135 gpd |
| Millis   | 16 homes                    | 3,190 gpd |

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Item #5 – Open the Monthly Meeting to Public Comments.

Having completed all agenda items, Chairman Formato opened the meeting to public comments. There were no additional comments.

Item #6 – Approval of Minutes from January 18, 2024 Monthly Meeting.

A motion was made by Commissioner Downing and seconded by Commissioner Kenney to approve the monthly minutes as amended, and to forward a copy of the minutes to all attendees of the meeting. Commissioner Bauer abstained from voting.

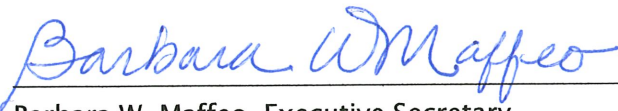
VOTED: That the District approves the preceding motion. The vote was unanimously approved.

Item #7 – Anticipated Topics for the March 14, 2024 Monthly Board Meeting at 3:00 p.m.

- a. Discussion and Vote on Draft FY 2023 Audit.
- b. Update on Town flows for CY 2023.
- c. Discussion and Vote on Draft FY 2025 Budget.

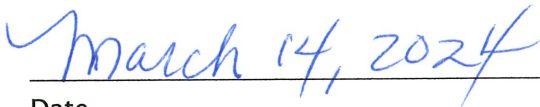
A motion was made by Commissioner Kenney and seconded by Commissioner Cataldo to adjourn the monthly meeting.

VOTED: That the District approves the preceding motion. The vote was unanimously approved.



Barbara W. Maffeo, Executive Secretary  
Charles River Pollution Control District

Mark Cataldo, Clerk  
Charles River Pollution Control District



Date

The preceding is presumed to be a complete and accurate account of the items discussed and agreements made unless the District is notified to the contrary within seven days of distribution.