

**APPROVED**

**Joint Sewer IMA Review Committee  
February 18, 2014**

**10:00AM**

**Present:** Mark Jamieson, IMA Review Committee  
John Stone, IMA Review Committee  
Andy Burbine, IMA Review Committee

David Norton, City of Brockton, DPW  
Michael Thoreson, City of Brockton, DPW  
Larry Rowley, City of Brockton, DPW

**Also Present:** Caitlin Leach, Assistant City Solicitor, City of Brockton  
John Condon, CFO, City of Brockton  
Jeanne White, Executive Assistant, Abington  
Chris Petrini, Special Counsel, Abington

The Meeting convened at approximately 10:20 AM.

Chris Petrini talks about minutes from previous meetings and passes out a spreadsheet on where we stand and explains that we will get them all up to date shortly.

Abington tells Brockton that they will go with option two of the billing methodologies offered, which will be an invoice calculated by Brockton's total cost for flow and treatment multiplied by Abington's percentage of total flow, with appropriate carve-outs to be determined in recognition for Abington's status as a wholesale customer. Mr. Petrini asked how Brockton got to the total flow number. Mr. Norton explains it is measured at discharge. We know Abington's flow is 6.37% of the flow.

The IMA Review Committee goes over the City of Brockton budget document provided by Jay Condon. Mr. Condon explains the Brockton sewer budget is an enterprise budget and if the budget is greater than expenses then the excess budget funds go to retained earnings.

Mr. Jamieson asks if Brockton can calculate the FY 2013 bill under the new plan. Brockton will calculate the bill both ways. Mr. Petrini states that Abington would rather pay this bill under the new flow-based billing methodology. Mr. Condon states that he believes the IMA will be executed by the time payment of the FY 2013 invoice is due.

Jay Condon explains that he preliminarily offered certain carve outs in a February 11<sup>th</sup> conference call with Mr. Petrini, Ms. Leach and Mark Thompson of KLF without discussing them with the Brockton committee members, and would like to take a break to discuss such carve outs further with the committee members. The meeting recessed at approximately 11:00 a.m.

The meeting reconvened at approximately 11:15.

Caitlin Leach addresses the February 17, 2014 email from Chris Petrini to Brockton regarding proposed carve outs.

- (1) Personal Services – Chris Petrini asks if the other clerks should be excluded. Brockton is not willing to carve out the other clerks. Their role is not billing.
- (2) Purchase of Services – Brockton agreed to carve out the additional line items.
- (3) Debt Service: Brockton agrees to carve out the water meter replacement debt.
- (4) Enterprise Fund Reimbursements to General Fund – Chris Petrini asked to have the Treasurer/Collector to be excluded. Brockton agrees to exclude the Collector portion for carve outs but the Treasurer they will not exclude.

Caitlin asks about the CDM Report regarding capacity that they submitted to Abington. Chris thanks them for the information and asks for confirmation that if Brockton needs to improve the Beaver Brook Station that Abington will be responsible for its pro rata share of the Brockton costs based on its proportionate flow, which is presently 6.37%. Mr. Condon and Mr. Norton concur that this is correct. Brockton asks if Abington has done their report on the Abington side yet. An analysis will be done by Mark Thompson of Kleinfelder regarding Abington's technical capacity to flow to 1.5 MGD. Mr. Stone that he will distribute the Kleinfelder report to Brockton at a future meeting.

Mr. Petrini asks if septage received from third party vendors is included when figuring the Brockton flow. Mr. Norton explains Brockton explains that it is included in the revenue, and that Brockton only charges 10 cents a gallon for such septage. Mr. Norton explains that Brockton does not receive much septage, maybe 50,000 gallons a month at tops. They explain that anyone can dump septage and they will get Abington the revenue amounts.

The IMA Review Committee's next meeting is in Brockton on 3/20/14. The members then schedule a meeting for April 17, 2014 at Abington Town Hall (Cotter Room) at 10:00 a.m.

Mr. Thoreson makes a motion to adjourn. Mr. Norton seconds, all in favor. Unanimous 6-0. The meeting concluded at approximately 11:35 AM.