

***Littleton Light and Water Departments***  
***Board of Commissioners***  
***Meeting Minutes***

June 20<sup>th</sup>, 2023

**I. Present for Meeting**

Commissioners: Scott Larsen, Jim Karr, Ivan Pagacik, Dick Taylor, Joe Knox

Assistant General Manager: Dave Ketchen

Staff: Sara Kiley, Corey Godfrey

Meeting called to order: 6:00 PM

Meeting Adjourned: 6:30 PM, Motion by Commissioner Karr, seconded by Commissioner Taylor. The Roll Call Vote: Larsen – Yes, Pagacik – Yes, Karr – Yes, Taylor – Yes, Knox - Yes.

**II. General**

1. Pledge of Allegiance
2. Public Input – N/A

**III. Water Department**

1. Boxborough Water Expansion – IMA Approval
  - a. Last week Corey met with Boxborough Select Board to go over the IMA and did not receive much feedback. Boxborough Select Board authorized their Town Administrator to be the signatory on the IMA.
  - b. GM Nick Lawler met with Fin Com, and they voted to recommend that the Littleton Select Board to the IMA.
  - c. Boxborough Council recently sent over a redline document with some questions to our Town Council and after going back and forth we are finally in a good spot to move forward.
  - d. On a motion made by Commissioner Karr, seconded by Commissioner Taylor, the Board voted to approve the Intermunicipal Agreement Between the Town of Boxborough and the Town of Littleton Regarding the Provision of Water as amended, subject to Town Councils approval and authorizing the General Manager to sign. The Vote: 5-0.

**IV. Sewer Department**

1. Project Update
  - a. Contracts were signed and awarded.
  - b. Site preparation to begin soon at 242 King Street.
2. Betterment Policy Revision

- a. Minor revision from Town Council, the main revision was to have the removal of project cost at the discretion of the Board to be included in the Betterment Policy.
- b. On a motion made by Commissioner Karr, seconded by Commissioner Taylor, the Board voted to approve the Littleton Sewer Betterment Policy revised on June 9<sup>th</sup>, 2023. The Vote 5-0