1. **Call Meeting to Order**

   Chairman James Sugden called the Special Meeting to order at 2:00 P.M.

2. **Roll Call**

   **Members present:** Keith Franson, Joseph Masi, Mario Mancini, Edward Wilk, James Sugden

   **Members excused:** Marisa Mancini-Cavallo, Raymond Primini

   **Others present:** Dave McMahon

3. **Minutes – Regular Meeting 11/15/2023**

   A motion was made by Joseph Masi to except the minutes from the Regular Meeting 11/15/2023 with one change. The motion was seconded by Keith Franson. All in favor. Motion passes.

4. **Election of Officers**

   A motion was made by Joseph Masi to elect James Sugden as Chairman of Water and Sewer Authority. The motion was seconded by Mario Mancini. All in favor. Motion passes.

   A motion was made by Mario Mancini to elect Edward Wilk as Vice Chairman of Water and Sewer Authority. The motion was seconded by Joseph Masi. All in favor. Motion passes.

   A motion was made by Joseph Masi to elect Keith Franson as Secretary of Water and Sewer Authority. The motion was seconded by Mario Mancini. All in favor. Motion passes.

5. **New Business**

   a. **Public Hearing Date for Oak Drive Assessments**

      Mr. McMahon suggested to hold the Public Hearing on the same day as the next Regular Meeting, prior to the meeting.

      A motion was made by Joseph Masi to hold the Public Hearing for the Oak Drive Assessments on Wednesday, February 21, 2024 at 6:30 P.M. at the Watertown Town Hall, Planning and Zoning Conference Room. The motion was seconded by Keith Franson. All in favor. Motion passes.
6. **Adjournment**

A **motion** was made by Joseph Masi to adjourn the Special Meeting at 2:07 P.M. The motion was **seconded** by Keith Franson. All in favor. Motion passes.

Respectfully Submitted,

Keith Franson, Secretary
Water and Sewer Authority

Approved: ____________________________