

BOARD OF SEWER COMMISSIONERS

December 13, 2010

Present:

Donald E. Smith-Vice Chairman
John Farmer-Secretary
Rodney Jenkins-Sewer Superintendent
Laurie Lapierre-Recording Secretary

The Town of North Brookfield Sewer Commissioners Meeting was called to order at 3:37 p.m.

1. DISCUSS AND OR ACCEPT MEETING MINUTES FROM NOVEMBER 8, 2010.

Mr. Farmer made a motion to accept the minutes as presented. Mr. Smith seconded the motion; all were in favor, approved.

2. DISCUSS AND SIGN BILLS AND PAYROLL.

The Commissioners reviewed and signed off on payroll.

3. DISCUSS BID FOR VIDEO INSPECTION.

Mr. Jenkins notified the Board that an ad was placed in the Telegram and Gazette for 17,300 ft. of cleaning and video inspection of the sewer lines.

Mr. Smith asked “approximately how many people will bid on a project of this size?” Mr. Jenkins explained that he obtained the laws from the Selectmen’s Administrative Assistant and it clearly states that he can forward bid specifications or contact businesses relating to the project. To date, Mr. Jenkins has forwarded the specifications to local business but expects more of a response once the legal ad posts in the Telegram.

Mr. Jenkins further explained that he followed the bid specifications for the previous “Little Canada Project.” Individual line items were placed for the following:

- Bidding will be done by the foot to include the different size piping.
- Heavy verses light cleaning
- In the event there is a protruding service line there is a line item for this repair.

All sealed bids are to be received by the Superintendent by 3:30 p.m., January 10, 2011. Bids will be opened and reviewed during the Commission meeting.

4. ONGOING PROJECTS/PROBLEMS.

Mr. Jenkins stated that the pumps at the Bigelow Street Pump Station are leaking seal water. Both have new seals and one has new housing.

R.H.

White has been out and will be in contact with Smith and Loveless regarding the problem.

5. DISCUSS TREE REMOVAL AT BIGELOW STREET PUMP STATION.

Mr. Jenkins explained that the neighbor bordering the Bigelow Street Pump Station confronted him regarding a big tall rotting tree that is leaning towards her home. There are questions as to whose property it is on though, it is agreed that it should come down. The tree is pitched a good 25 degrees towards her home. Mr. Jenkins did not have a chance before the meeting to contact the Assessors to determine boundaries. It would cost more to survey than to take down the tree.

After discussion, Mr. Smith suggested to offer the neighbor the cost be split between both parties. Mr. Jenkins will speak with the neighbor regarding the situation.

6. BEGIN DISCUSSION ON FY 2012 BUDGET.

Laurie Lapierre explained that she attended the monthly department head meeting in place of Mr. Jenkins who was unavailable. Mrs. Lapierre explained that the Selectmen at this time are looking for a level funded budget but would favor cuts. Once all departments forward their bottom line budgets to the Finance Committee and Board of Selectmen they will review all options to include merit increases.

Mr. Jenkins explained that he had already completed a preliminary budget before learning of the budgeting process for 2012. Wage increases were included within the budget but overall the budget is down \$10,000.00 dollars from last year. This does not include indirect costs. Though, there is a shortfall on septage receipts. In order to meet our projected revenue, rates would need to increase 3%. Additionally, Adam is looking to be placed on salary rather than hourly.

A final budget will be presented once complete.

7. UPDATE BEAVER REMOVAL AT AZTEC C-COUNTRY SEWER LINE.

Seven beavers were trapped at \$75.00 a piece. This will be an ongoing project for the beavers will keep coming back.

8. DISCUSS INCREASING DEMAND FEES.

This is to be tabled until next meeting when we receive notification as to the vote of the Water Department.

OTHER BUSINESS.

The meeting adjourned at 4:29 p.m.
Respectfully Submitted.

Laurie Lapierre
Recording Secretary