

Board of Sewer Commissioners
59 East Brookfield Road
North Brookfield, MA 01535

Meeting Minutes
May 9, 2016

Present: Charles Haddock, Chairman
Donald E. Smith, Vice Chairman
Rodney Jenkins, Sewer Superintendent

The Town of North Brookfield Sewer Commissioners Meeting was called to order at 3:33 p.m.

1. Discuss and accept minutes from April 11, 2016.

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

2. Superintendent Report.

The 1st interim report was due and sent to DEP from the engineers.

Mr. Jenkins stated that he had the engineers show within the report that we have not violated ammonia since we stopped taking industrial waste. It was again mentioned that any upgrades should be held off until our federal permit is received.

We are having a problem with the main motherboard of our UV disinfection system, it has now been bypassed. The system will now be turned on and off thru breakers. This will be part of a future upgrade. The hope is that it will sit in the same footprint.

We are having troubles again with the belt filter press. Doug Hazel the electrician on the 1st attempt to correct the problem ordered a PLC control module for \$500.00. The problem persisted and then a new backboard was ordered which solved the problem. Thankfully, Doug took back the PLC control module. We also have the problem at 8 a.m. everytime the belt is running the drive on the belt shuts off. We are looking to mount an additional surge protector.

Mr. Jenkins stated that we will make our projected septage receiving estimates for this year.

3. Sign bills, payroll and any commitments/abatements.

The Commissioners reviewed and signed off on bills and payroll. Commitments were signed for the following properties:

#16	32 Warren Street	\$261.96
#17	155 Summer Street	\$55.00

4. Update status of FY 16 budget.

Mr. Jenkins stated that "it is close." A \$5,000 shortfall is expected in sludge removal and we are still waiting on bills from Troy Brown and Ray Barnes. We may be able to make it with internal transfers but should we need to take from the Enterprise Account we will need an article to be placed on the warrant. Leslie has been informed of the possibility of needing a transfer and would like an article asap. She is aware that it will be a couple of weeks before I can come up with an actual figure. Mr. Smith made a motion to present an article to Leslie for a sum of money to be transferred from Sewer Retained Earnings to the Sewer Expense Account. Mr. Haddock seconded the motion; all were in favor, approved.

5. Discuss tie-in fee for 2nd Chance Animal Shelter.

Mr. Jenkins explained that the garage in back of the animal shelter was never connected to sewer. There is a 150' run to tie into the 6" existing line. This may be a pumping situation. They would like to add a sink and bathroom to the building to care for the animals. A new commercial connection is \$7,000. The garage is not attached. Though, 2nd Chance has been a customer for years. Because she is an existing customer, paying sewer bill, I recommend we treat this as an existing customer and charge the \$2,000 tie in fee. Mr. Smith made a motion to approve the \$2,000 tie in fee, Mr. Haddock seconded the motion; all were in favor, approved.

NEW BUSINESS:

Mr. Jenkins stated he received a letter from DEP regarding towns being required to do an I&I report study that is due in December of 2017. This is reported on our NPDES Permit. There are many questions to be asked but a year and a half to complete.

The meeting adjourned at 4:07 p.m.

Respectfully Submitted,

Laurie Lapierre
Recording Secretary

