

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

**Meeting Minutes**  
January 9, 2017

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 December 12, 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 underground storage tanks are not pumping. After a process of elimination, we believe it is the check valve installed by R.H. White in September. A message was left and we are awaiting a call back from R.H. White.

**3. Sign any commitments/abatements.**

A commitment was signed for the closing of property on 78 Walnut Street.

**4. Discuss I & I meeting with DEP.**

Mr. Jenkins stated that there is a Special Town Meeting scheduled for February 17<sup>th</sup>.

There will be one if not two articles on the warrant at Town Meeting:

1. To fulfill Rodney's contract obligation to give an additional 3% wage increase to match the 5% increase all the other non union employees received.
2. Mr. Jenkins asked for a quote (by 1/20) from Kleinfelder and a timeframe in respect to the DEP mandated Infiltration/Inflow study. If it can be done in a reasonable time frame it will be placed on the article if not, an extension will be requested from DEP.

Mr. Smith made a motion to approve the above articles for Special Town Meeting. Mr. Haddock seconded the motion, all were in favor; approved.

Mr. Jenkins presented a letter to DEP requesting a review of the current Grade 6 rating of our Wastewater facility. The Grade 6 established was "borderline" as it was based on design criteria which is either non-existent or non functional at this time. It would be in the Town's best interest for DEP to do so.

**5. North Common Street Update.**

Mr. Jenkins stated that the properties involved have been repaired. He will also verify that the cap is back on the cleanout.

**6. FY 18 Budget Discussion.**

Mr. Jenkins presented the budget and noted the following:

- The revenue was adjusted for the increase in the minimum charge
- Septage Revenue was tweaked by \$5,000
- Salaries increased for the union contracts
- Electricity was adjusted, we are cutting it close this year
- Repairs and maintenance was adjusted so we can clean the tanks
- Taken into account was the new hire and my buyout of sicktime
- 5% was added in for an increase in Health Insurance. This could be more or less depending on the actual figures we will not see until February.
- All other expenses stayed pretty much the same.

Mr. Smith made a motion to accept the budget proposal as written with the understanding the indirect costs may change. Mr. Haddock seconded the motion, all were in favor; approved.

**NEW BUSINESS:**

The meeting adjourned at 4:07 p.m.

Respectfully Submitted,

Laurie Lapierre  
Recording Secretary

