

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

**Meeting Minutes**  
September 12, 2018

Present: Charles Haddock, Chairman  
Donald E. Smith, Vice Chairman  
Eric Cardenas, Assistant Superintendent  
Laurie Lapierre, Administrative Assistant  
Rodney Jenkins

The Town of North Brookfield Sewer Commissioners Meeting was called to order at 1:04 p.m.

**1. Reorganize the Board.**

Mr. Smith made a motion to keep the same Officers as FY 2018. Mr. Haddock seconded the motion; all were in favor, approved. The Officers are as follows:

Charles Haddock-Chairman  
Donald E. Smith-Vice Chairman  
Secretary-Vacancy

**2. Discuss and accept minutes from August 13, 2018 meeting.**

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

**3. Superintendent Report.**

Eric Cardenas, acting Superintendent presented the following:

A new Penn Valley pump was ordered for the belt press feed. The original was 28 years old. To repair would have been over 50 percent of the cost of a new one.

The billing computer tower was sent in for repairs. Very sluggish.

We had a sewer main break on School Street. Ed Thibeault was called in for the repair.

United Drain was called in to jet 80' of our scum line. It was plugged due to the grease.

Aeration tank #1 was drained. Helgersen removed all of the grit. 231 discs were replaced.

Contract negotiations will be nearing with the Water Department. Laurie Lapierre stated she contacted Flow Assessment and is waiting for them to come out and see if the flow meter installed in the manhole on Sunset Drive is still functioning. Also, if need be the cost of a replacement.

Troy Brown was in and diagnosed the cloth filter unit as having a bad PLC module. The quote to replace, reprogram, new HMI screen and cover is \$6,840. Mr. Brown has been authorized to proceed.

Laurie Lapierre has been in contact with the Administrative Assistant to the Selectmen and has requested that a plaque be ordered for Adam due to his retirement.

4. **Sign bills/payroll and any abatements/commitments.**

The Commissioners signed off on bills and payroll. The following abatements were signed:

17 Grove Street  
55 School Street  
31 Warren Street  
2 Ayers Street  
143 Summer Street-One Time Leak Allowance  
73 New Braintree Road  
9 East Brookfield Road

5. **Discuss Techo Bloc.**

After much discussion, Mr. Smith made a motion to bill off the incoming figures for Techo Bloc. Mr. Haddock seconded the motion; all were in favor, approved.

6. **Review/Sign Addendums to Sewer Use Regulations.**

The Commissioners reviewed and signed off on the following:

Article XIA, Page 37 Section 1, Paragraph 1. The Sewer Department shall bill 100% of actual water usage.

Article XIA, Page 37 Section 1, Paragraph 3. For businesses which are sewerred but do not use Town water and do not have a Town approved meter to monitor water usage. The businesses shall be charged 75 gallons per day per employee. The business shall Provide the Sewer Department with certified documentation to determine the number of employees working on the premises.

Article XII, page 44, Paragraph4, Meters installed on Sewer Service Lines. The Sewer

Department shall no longer recognize any meters on residential or commercial owned sewer service lines for the purpose of abatement.

**7. Discuss billing issue at 19 Brown Road residence.**

Laurie Lapierre stated that for several billing cycles the residence was only billed for the minimum usage. This was found when doing a side to side comparison with BMSI to Pointe to verify we did not lose any customers. The Water Department was notified and they will pick up the current readings the next billing cycle. The Commissioners were in agreement to bill her the minimum this billing cycle and to send a letter to the residence notifying them of the error and that it has been corrected.

**8. Discuss response to DEP inspection letter.**

Mr. Jenkins stated that he and Eric will produce a response to the DEP.

**9. Discuss/take action on rated maintenance list.**

Eric Cardenas stated that some of the small safety/maintenance issues have been taken care of that were on the DEP list. This would include eye wash, CO detector and we have Troy Brown working on the Cloth Filter Unit. I have obtained two quotes also for the DO sensors. One was from LCS Controls in the vicinity of \$21,000 and the other from Naponsett Controls at \$15,468.00.

After much discussion this was tabled.

**10. Inform Board of Unpaid Invoice.**

Mr. Jenkins stated that we have an unpaid Grainger invoice back from February of 18 in the amount of \$188.04. An article will be placed on Fall Town Meeting to pay this bill.

**Old Business:**

**New Business:**

The meeting adjourned at 3:38 p.m.

Respectfully Submitted,

Laurie Lapierre  
Recording Secretary