

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

Meeting Minutes
February 11, 2019

Present: Charles Haddock, Chairman
Donald E. Smith, Vice Chairman
Kevin Valeri, Clerk
James Nyberg, Superintendent
Laurie Lapierre, Administrative Assistant

The Town of North Brookfield Sewer Commissioners Meeting was called to order at 3:42 p.m.

1. Discuss and accept minutes from January 14, 2019 meeting.

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

2. Superintendent Report.

James Nyberg presented the following:

R.H. White has completed the project at Warren Street. Both bases and elbows were replaced.

Rutland Sanitation is behind 4 months in payments and has an outstanding balance of \$3,078.56. A letter is to be sent regarding shut off and potential legal action. The board was in full agreement.

Our NPDES Permit was signed into effect for March 31st. Due 10/1/2019 is the O&M plan. Kleinfelder will be in on 2/14 to discuss the compliance schedule. We will be unable to meet the metals/phosphorous limits. We now have a ecoli limit while fecal coliform is not being monitored.

A meeting regarding billing has been requested with the Board of Selectmen. We are scheduled to meet on 2/19 regarding billing. Our hope is to find out the justification behind this and what benefits it will produce. The Water Dept. agreement and the billing issues are two separate agendas.

Currently, our directive from the Board of Selectmen states that any resident with an irrigation meter will have their bill offset in the current billing. This offsets our Rules and Regulations that were signed into effect. Mr. Haddock stated that the original

regulations were never followed and hence the need to discontinue the meters. For this billing since the Regulations are in effect, we cannot honor the irrigation meters. This will also need to be discussed with the Board of Selectmen.

The financial update will be discussed in another line item.

3. Sign Bills/Payroll and any Abatements/Commitments.

The Commissioners reviewed and signed off on bills/payroll.

4. Financial Update,

Mr. Nyberg stated he is trying to work within the budget and not have to pull from retained earnings. UV lamps had to be ordered and we are looking at about \$15,000 remaining to year end in Repairs and Maintenance.

I am still waiting on healthcare figures and once received, I will be able to submit the 2020 budget.

5. Set Billing Rate for FY 2019 2nd half billing.

Mr. Nyberg presented three different billing options and the effects it would have on the budget. After much consideration, Mr. Smith made a motion to increase the rate to .01391 for the 2nd half billing for FY 2019. Mr. Valeri seconded the motion; all were in favor approved.

Old Business:

New Business: Laurie Lapierre explained that her son has had issues and down the road may be looking at allergy shots. This is a long term commitment and she would need every other Wednesday off. In return she would either come in early or work late on the days she is in. Mr. Haddock stated that family comes first. The Board was in agreement.

Mr. Nyberg stated that the Water Dept. is charging \$25.00 for final reads. This is another source of revenue and for the next meeting a plan will be drafted for discussion/approval.

The meeting adjourned at 5:35 p.m.

Respectfully Submitted,

Laurie Lapierre
Recording Secretary

