

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

**Meeting Minutes**  
March 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 3:32 p.m.

**1. Discuss and accept minutes from February 11, 2019 meeting.**

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

**2. Sign Bills/Payroll and any Abatements/Commitments.**

The Commissioners signed off on bills/payroll.

Commitment # 11-2S was signed off for the 2<sup>nd</sup> half billing of FY 2019.

Commitment #12-The following closings were signed off on:

11 Willow Street  
66 Summer Street  
331 North Main Street

**3. Superintendent Report.**

James Nyberg presented the following:

Warren Street pump # 2 failed, installed spare. Ordered replacement and spare parts to restock.

UV lamps have been ordered and should arrive this week.

Due to the absence of Mr. Petraitis from the Board of Selectmen's meeting in February, we are rescheduled to meet with the Board on March 26<sup>th</sup>.

The contract with the Water Dept. needs to be addressed once the billing is sorted

out with the Selectmen.

**4. Charges for closing reads.**

After discussion, it was determined that Mr. Nyberg and Mrs. Lapierre would put together a list of ideas to submit to the Board regarding fees and ways to generate revenue.

**5. Facility planning/upgrades.**

Mr. Nyberg presented to the Commissioners a scope of service from Kleinfelder in which they would prepare a Wastewater Treatment Facilities Plan in order to comply with North Brookfield's NPDES Permit requirements. After discussion, Mr. Nyberg is to contact Kleinfelder to meet with the Commission (tentatively scheduled for March 25<sup>th</sup> @ 4 p.m.).

**6. Financial Update.**

Mr. Nyberg stated that the budget is trending a little ahead. Eric Cardeneas has done a fantastic job manually adjusting the blowers in which we will see the benefits in the electrical budget. We just recently dropped an aeration tank which will also aid in cost savings measures.

**Old Business:**

The meeting adjourned at 5:35 p.m.

Respectfully Submitted,

Laurie Lapierre  
Recording Secretary