

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

Meeting Minutes
November 19, 2019

Present: Charles Haddock, Chairman
Don E Smith, Vice Chairman
Kevin Valeri, Clerk
James Nyberg, Superintendent

The Town of North Brookfield Sewer Commissioners Meeting was called to order at 3:10 p.m.

1. Discuss/approve minutes from September 9, 2019 meeting.

Mr. Smith made a motion to accept the minutes as written, Mr. Valeri Seconded, all were in favor.

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

Payroll, Warrant, and Commitments were signed

3. Superintendent Report.

James Nyberg presented the following:

- Monthly Aluminum limit was exceeded due to testing for phosphorus removal, Chemical feed rates were adjusted.
- The Septage receiving tanks were cleaned of material and debris.

4. Financial Update:

- FY20 on track as planned.
- Demands were issued for the first billing cycle. A brief discussion was held regarding potential for disconnection, and agreed to table until early 2020.
- FY2019 Liens were presented and will be signed at the next meeting.

5. Facility planning updates:

- The floor was opened for public comment regarding the USDA Rural Development Grant, no comments were made.

- A Memo from Kleinfelder was discussed and an amendment will be requested to manage additional engineering and planning tasks as required. Also to be included will be an O&M for the collections system as required within the NPDES permit.
- A review of the draft for part of the facilities plan was conducted regarding staffing and space analysis.

Old Business:

None.

The meeting adjourned at 5:02 p.m.

Respectfully Submitted,

James Nyberg
Superintendent