

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

**Meeting Minutes**  
February 10, 2020

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

The Town of North Brookfield Sewer Commissioners Meeting was called to order at 3:34 p.m.

**1. Discuss/approve minutes from January 15, 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 2 Abatements were signed.

**3. Facility planning updates:**

Kleinfelder was present to present a presentation for the Facilities Plan. The presentation and plan discussed multiple topics: Including the methods of development of the facilities plan, the estimated projected project schedule, regulatory compliance deadlines within the project time line, potential funding sources and values, cost estimates, project components, and cost impacts to users including financial models.

**4. Superintendent Report.**

James Nyberg presented the following:

- No exceedances for the month of January were reported
- The annual sludge report for 503B has been submitted ahead of schedule.
- A discussion regarding multiple lots to be tied to one sewer connection was had, under the current by laws this is only permitted in limited circumstances. Any lot not conforming to these listed specifications will not be entitled to a discount of the connection fee.
- A review of septage disposal at the facility was conducted during January by the Superintendent the findings of which were that one hauler appeared to be

significantly under estimating their disposal volumes. A letter was signed by the commissioners regarding this and will be mailed to the business. This will be reviewed again at the next meeting.

**5. Financial Updates:**

On track with budget.

**6. Sewer rate for billing cycle 2S**

The rate for sewer billing cycle 2S was discussed, and determined by the board to maintain the current rate. While changes in the future are anticipated a plan will be formed prior to the next billing cycle to address future costs and concerns while provide an outline to ensuring department financial stability.

**Old Business:**

None.

The meeting adjourned at 7:05 p.m.

Respectfully Submitted,

James Nyberg  
Superintendent