

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

**Meeting Minutes**  
December 7, 2020

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 3:30 p.m.

**1. Discuss/approve minutes from November 9, 2020 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.**

Signed Commitment and Abatement for 263 North Main St.

**3. Superintendents report**

Mr. Nyberg presented the following:

- There was a Zinc Exceedance in November
- First of 2 informational meetings held regarding the West Side Project.
- A letter was sent to all current septage haulers regarding the price increase and a reminder will be placed on the December invoices for the price increase.

**4. Financial Updates:**

Financials in most accounts are good, a Transfer will most likely be required later in the year due to unanticipated significant increases in septage disposal at the facility. Costs were incurred due to the excess volume however the increased revenue will offset the costs in the end.

**5. Facility planning updates:**

The kick off meeting with the Engineers was held and a facility tour was provided to design team members. Initial site surveys are to be completed in the coming month. We are currently on schedule with the design.

At 4:35 there being no further business, Mr. Valeri moved, Mr. Haddock seconded a motion to adjourn the meeting. All were in favor

Respectfully Submitted,

James Nyberg  
Superintendent