

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

Meeting Minutes
January 11, 2021

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 4:05 p.m.

1. Discuss/approve minutes from December 7, 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 Warrant and Payroll.

3. Superintendents report

Mr. Nyberg presented the following:

- There was a Zinc Exceedance in December
- The new pump for Aluminate was received and installed. The pump operates well and is more operator friendly than the previous pump. This pump will be brought forward with the upgrade.
- The rain at the end of December increased flows significantly for the weekend but were managed. We are continuing to search for and identify sources of I&I to reduce these impact.

4. Financial Updates:

- a. A discussion was held regarding the Sewer rate for second half billing. The decision of the board was to maintain the rate per the approved budget.
- b. Mr Nyberg presented a rough draft of the FY22 budget. Discussions were had around line item funding levels and planned expenditures. Mr. Nyberg reminded the commissioners that this is very preliminary as Indirect costs are completely

unknown at this time. Discussion continued on a basic review of the budget and the clarity of the numbers provided. A discussion of Worcester County Retirement was had during the review process.

5. Facility planning updates:

- a.** The monthly invoice from the engineer was reviewed along with work completed for the past month and the work anticipated in the coming month.
- b.** The 30% design plan was reviewed.
- c.** Initial layout of the Administration building was discussed.

At 5:58 there being no further business, Mr. Smith moved, Mr. Haddock seconded a motion to adjourn the meeting. All were in favor

Respectfully Submitted,

James Nyberg
Superintendent