

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

Meeting Minutes
June 14, 2021

Present: Charles Haddock, Chairman
Don E. Smith, Vice Chairman
James Nyberg, Superintendent

The Town of North Brookfield Sewer Commissioners Meeting was called to order

1. Organize the Board

Mr. Smith made a motion to retain the current organization, commenting that he likes the way the board works currently. Mr. Haddock Seconded the motion and agreed that they all work well together. All were in favor of maintaining the current organization. Mr. Nyberg presented an email from Mr. Valeri indicating his position of maintaining the current organization as he was unable to attend.

2. Discuss/approve minutes from May 10, 2021 meeting.

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

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

- Mr. Nyberg brought to the boards attention an issue arising from the previous Warrant. The Town Accountant noted that there was a boot reimbursement for Mr. Nyberg on the warrant but that boots were not specifically mentioned within the contract. Mr. Nyberg stated that He was under the impression that boots were part of the Uniform and Clothing part of the contract and that the Board had previously reimbursed these costs. He added that if the board would rather not reimburse the costs he understands their decision and can discuss that further during contract negotiations. Mr. Smith Commented about previous employment and their reimbursement for Boots. Mr. Haddock stated that he thought that they always had covered boots as they are a needed item for the line of work. Mr. Nyberg asked then if the board would re-approve the reimbursement for his boots. The board agreed and approved the Warrant including the reimbursement for Mr. Nyberg's boots.
- Signed Warrant, Payroll, and Abatement #9.

4. Superintendents report

Mr. Nyberg presented the following:

- There were no exceedances
- Camera work performed on New Braintree Rd between the New Braintree Rd Pumping station and the intersection at Oakham Rd. No defect in the pipe were noted, in fact the pipe visually is in great condition with no major buildup of grease or debris. Mr. Nyberg mentioned that they will need to repair a manhole due to the inability to remove the cover from it. A brief discussion was held on how and why manhole covers stick and resolutions.
- There are 18 connections that are currently on private wells that use a water meter to determine sewer billing. The Water department reached out to discuss the costs associated with changing out these meters as they are solely used for Sewer Billing. A discussion around the meters, cost, use, and billing was had. The Board would like Mr. Nyberg to meet with the Water Department in the near future to discuss options and timing for this that are agreeable to both departments.
- A quote was presented regarding the potential installation of monitoring controls at the pump stations. The board reviewed the quote before Mr. Nyberg made several comments, 1. There is a 60-day risk free trial of this equipment and software. 2. Not all stations need to be done at once. 3. There is a software cost but it is a non-reoccurring 1 time cost. 4. There would be realized savings from the elimination of the phone lines and monitoring services should this work as anticipated. 5. This has the ability to be monitored from any type of device ie phone, tablet, or computer. This could also mean that with the upcoming addition of SCADA at the facility that system may be able to also be used for monitoring the pump stations. 6. Additional monitoring devices could be added to the stations and have long term data collection for better operational efficiencies. The board agreed that pursuing the trial would be a good path forward at 1 station. This is to be brought back to the board after the installation of the trial unit and after enough time for the Superintendent to feel comfortable making a recommendation to the board.

5. Financial Updates:

- FY21 numbers were reviewed, Mr. Nyberg noted that we are tracking ahead of plan as predicted in septage, and that our un-paid user fees are less than in previous years.
- FY22 Budget was approved at the Annual town meeting

6. Facility planning updates:

- Mr. Nyberg presented some plans with a more solidified piping plan and layout surrounding the Septage receiving area, Aeration tank layouts, Cloth media filter, and UV Disinfection. Mr. Nyberg showed what is current, what is planned for demolition, and what an approximation of the new equipment would look like and basic function.
- Mr. Nyberg presented the final layout for the Admin building pointing out some safety features of the building and explanations of layout choices of the building and rooms.

7. Public Comments – none

8. Schedule July Meeting

A brief discussion about the date of the July meeting was held, the meeting will take place on July 19th 2021, location and time to be determined.

At 5:07 there being no further business, Mr. Haddock moved, Mr. Smith seconded a motion to adjourn the meeting. All were in favor

Respectfully Submitted,

James Nyberg
Superintendent