

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

**Meeting Minutes**  
September 12, 2016

Present: Charles Haddock, Chairman  
Donald E. Smith, Vice Chairman  
John Farmer, Clerk  
Rodney Jenkins, Sewer Superintendent

The Town of North Brookfield Sewer Commissioners Meeting was called to order at 3:32 p.m.

**1. Discuss and accept minutes from August 8, 2016 meeting.**

Mr. Smith made a motion to accept the minutes as presented. Mr. Farmer abstained. Mr. Haddock seconded the motion; all were in favor, approved.

**2. Superintendent Report.**

Both secondary clarifiers were pumped down and maintenance performed.

Aeration tank #4 is scheduled for maintenance. September 20 and 21<sup>st</sup> Helgerson's is scheduled to pump out the tank. Helgerson will be using his new truck and an agreement was worked out for \$3,500.00 for the job. While he is here, and it is not included with the price, he will clean out the underground septage storage tanks.

To date, we have not received a quote back from Trojan regarding the UV system.

The Bigelow Street pump station driveway was repaired and sealed.

**3. Sign bills and payroll.**

The Commissioners reviewed and signed off on the payroll and warrant dated 9/20/16.

**4. Sign any commitments/abatements.**

The following was reviewed and signed off on:

|               |  |
|---------------|--|
| Commitment #1 | Sewer First Billing FY17                                   |
| Commitment #2 | Closings: 50 St. John St. & 70 Elm Street                  |
| Abatement #3  | LLC School Street Realty (Quaboag Corp.) 47.7% Evaporation |

**5. Update information about 5,000 gallon minimum charge.**

Mrs. Lapierre stated that she spoke with Tim at BMSI. Tim stated that it should not be an issue to bill 0-5000 gallons. As Mrs. Lapierre explained, Tim is new and she would like to confirm it with Kelley who has been there for years. Kelley is on vacation and Mrs. Lapierre will have a definitive answer before the next meeting.

Mr. Jenkins noted that everything is on hold with respect to the grant to change software company. The State has a shortfall on projections for tax revenue. Until the accountant sees the check, monies will not be released. Therefore, the computers and Pointe Software are on hold.

**6. Discuss DEP response letter.**

Mr. Jenkins stated that he both certified mailed and emailed the letter of response to the DEP. The letters were received and signed for. To date, we have not received a response.

**7. Discuss options for a new pick-up truck replacement and sign article for money.**

The Sewer Commissioners reviewed 4 quotes for the F-150 replacement vehicle. MHQ quoted the following: 2017 Ford F-150, \$26,918, 2017 Dodge 1500 \$29,171.25, 2017 Toyota Tundra \$33,992. Liberty Chevrolet quoted for a 2017 C500, \$27,907.10. Both Mr. Smith and Mr. Farmer expressed concerns about Fords new aluminum body citing wear and tear and concerns about cost of body work if ever needed. Mr. Smith asked if the Ford truck can be had with steel body. Mr. Jenkins called MHQ and they confirmed that all 2017 Fords have the aluminum body. The Board voted 3-0 to order the 2017 Chevrolet. Mr. Jenkins informed the Board that the final price does not include the lettering on the doors. The Board signed an Article to transfer money at the next Special Town meeting.

**8. Discuss addendums for outside meter use.**

Mr. Jenkins suggested to the Board an addendum to the North Brookfield Sewer Use and Regulations regarding water meters for outside water use and meters on service lines. He stated that the Department already gives a 10% discount on water use and to allow additional meters could escalate and start to create too much extra scrutiny for both the Water and Sewer Departments. He suggested that only Town Departments, Commercial and Industrial establishments be allowed to install outside meters upon a vote by the Commissioners. Mr. Jenkins told the Board that he has spoken to Rich Kennen of the Water Department to remind him that any outside meters for the purpose of sewer abatements must be approved by the Board of Sewer Commissioners. Mr. Jenkins also suggested that the paragraph on "meters for service lines" be stricken

from the rules and regulations. The Board agreed on both policies and signed Addendum # 7 as presented.

**NEW BUSINESS:**

Mr. Jenkins notified the Board that it was time to take the ethics test. He noted that Mr. Farmer had already taken the test and turned it in to the Town Clerk. An email will be sent in the morning with directions on how to access the test.

Mr. Jenkins noted that the next meeting is scheduled for Columbus Day. After discussion, the meeting is tentatively scheduled for October 17<sup>th</sup>.

The meeting adjourned at 4:42p.m.

Respectfully Submitted,

Laurie Lapierre  
Recording Secretary