

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

**Meeting Minutes**

November 20, 2017

Present: Charles Haddock, Chairman  
Donald E. Smith, Vice Chairman  
John Farmer Jr., Clerk  
Rodney Jenkins, Outgoing Superintendent  
Adam Korabowski, New Superintendent

The Town of North Brookfield Sewer Commissioners Meeting was called to order at 3:37 p.m.

**1. Discuss and accept minutes from October 23, 2017 meeting.**

Mr. Farmer made a motion to accept the minutes as written. Mr. Smith seconded, all were in favor, approved.

Mr. Farmer made a motion to accept the October 23, 2017 executive session minutes, Mr. Smith seconded, all in favor approved.

**2. Superintendent Report.**

- AK informed the Board that the VFD for the belt filter press had to be replaced. RJ guessed that the cost of that VFD is around \$1800 plus labor.
- AK said we continue to have problems with the filter system no going into auto mode. The manufacturer has been less than helpful, saying that the system is obsolete. All agreed that staff should try replacing the float in the wet well as a first step.
- AK said aeration blower #1 failed to start. Troy Brown has been informed and we are waiting for his diagnosis.

**3 Sign bills, payroll, abatements and commitments.**

The Commissioners reviewed and signed off on payroll and bills.

**4. Warren Street P.S.**

AK updated the Board on the series of events regarding pump issues. All told, 2 pumps went to AL Brown Co. for repair and now the third pump is being repaired. The station is now running problem free.

**5. Tie-in at 16 Fullam Hill Rd.**

AK told the Board that a \$5,000 tie-in fee was paid for new construction.

**6. Dollar Store tie-in.**

RJ told the Board that a \$7,000 commercial tie-in fee was collected for the proposed Dollar Store on Oakham Road. Mr. Jenkins said that we have collected \$17,000 in tie-in fees for FY18. This is \$12,00 more than budgeted for revenue and may be placed toward the unbalanced sewer user revenue account.

**7. NetDMR signatory change.**

AK said that, with great difficulty, the EPA site for monthly reporting has been changed from Mr. Jenkins to Mr. Korabowski as the approved signer.

**8. Discuss and Sign Letter to BOS.**

The Board reviewed and signed a letter to the BOS regarding future concerns.

**9. Discuss Department of revenue concerns regarding sewer billing revenue/receipts.**

RJ explained the concerns of the DOR and presented a letter he put together to explain two options the Sewer Department proposes to balance the sewer user revenue account when they send out the second half bills for FY18. The Board reviewed and signed the letter.

**NEW BUSINESS**

Mr. Jenkins informed the Board that one of our employees has received a job offer at a considerable pay increase. Mr. Haddock cited the importance of that employee and asked that AK contact the BOS to explore the possibility of matching that offer.

The meeting adjourned at 4:52 p.m.

Respectfully Submitted,

Laurie Lapierre  
Recording Secretary

