

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

**Meeting Minutes**  
February 13, 2023

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

**1. Discuss/approve minutes from the October 17, 2022 meeting.**

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

**2. Sign Bills/Payroll and any Abatements/Commitments.**

- None

Mr. Haddock made a motion to move agenda item 6 to Current.

**3. Public Comments**

- Michael Zalansky introduced himself as the Chair of the finance committee and gave a brief synopsis of his history in the financial realm. He stated that the finance committee had appointed liaisons to each department and that he was our liaison to aid in facilitating communication and help as needed between departments and the finance committee.

**4. Superintendents report**

Mr. Nyberg presented the following:

- There was a Sewer backup on N. Main st that effected 1 resident. Upon inspection of the report a contractor was immediately called to clear a potential blockage in the main line. Contractor located the blockage and cleared a hard obstruction which appeared to be of bricks, stones, and similar material. This alleviated the blockage and the system returned to normal operations. The home owner is working with the Towns insurance on damages to the residence.
- During the annual calibration of the effluent flow meter and chart recorder the chart recorder failed to restart. It was evaluated by the contractor and found to

have failed components that were no longer manufactured. A replacement system was quoted and subsequently approved for installation. Installation was completed and the system is online and functional.

**5. Financial Updates:**

- Septage rates were reviewed and a new rate of \$0.09/gal was presented and the holding tank rate will be adjusted by its percentage accordingly. Motion made by Mr. Valeri, seconded by Mr. Smith, all were in favor.
- The Sewer Rate was reviewed with usage and statistical data. After a discussion on costs, usage history, revenue, and projected revenues the decision to stay at the current base rate and adjust the per gallon rate to 0.01544 was made by Mr. Valeri, seconded by Mr. Smith, and approved by all.
- Mr. Nyberg presented the FY24 budget, a general discussion of line items was had. Mr. Valeri noted the overtime budget was increasing at a higher than expected rate, Mr. Nyberg explained that this was done in the FY23 budget in anticipation of the upgrades and construction starting, which may still happen, and is increased in FY24 for the same reason. The budget will be put into form by Mr. Nyberg and signed for approval.

**6. Facility planning updates:**

- The bids were opened for General Contractors on Feb 7<sup>th</sup>, Mr. Nyberg presented the results from that opening and noted that these still need to be discussed with USDA before we can award a bid. That call is in the process of being scheduled to discuss the potential paths forward. Once that call happens, a meeting with the Board of Selectmen will take place to discuss those options and chose the path forward.
- The grant application that was made to the Long Island Sound futures fund was accepted and funded. Mr. Nyberg explained why we were eligible for this grant and what was to be included in it. A transfer will be placed on the next special town meeting warrant to cover the total costs of the project.

At 6:27, Mr. Smith moved, Mr. Haddock seconded a motion to adjourn the meeting. All were in favor

Respectfully Submitted,

James Nyberg  
Superintendent