

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

**Meeting Minutes**  
June 12<sup>th</sup>, 2023

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. Discuss/approve minutes from the May 8, 2023 meeting.**

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

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

- Signed Warrant, Payroll, and Commitment #17

**3. Superintendents report**

Mr. Nyberg presented the following:

- The Camera work should be returned to us during June, which we will then begin reviewing for necessary repair work to be completed. There is still some camera work to do on some of the smaller lines and we are working to get that scheduled shortly.
- The GPS data collection for the manholes is completed and will be utilized with the Asset Management software.
- The Bigelow station pump #2 VFD was showing error codes, we contacted the Vendor who came out and troubleshoot it with us and found that the VFD is ok, however the pump is taking in air. The seal is showing signs of failure and will be removed and taken to a shop for a complete inspection and report.

**4. Financial Updates:**

- Mr. Nyberg stated that the budget is good with the approved transfers and some minor line item transfers will happen between expense accounts to close out the year.

**5. Facility planning updates:**

- Mr. Nyberg thanked the Board for their presence at the Ground Breaking ceremony. Equipment began arriving on site the following Monday and they have already begun construction of the temporary road into the back lot area. Once the temporary road way and fencing is in we will open the back fence for traffic flow, following that we will begin some test pit areas and excavation for septage receiving.

**6. Public Comments:**

- **None**

At 4:26, Mr. Smith moved, Mr. Haddock seconded a motion to adjourn the meeting. All were in favor

Respectfully Submitted,

James Nyberg  
Superintendent