

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

**Meeting Minutes**  
June 13, 2022

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 9, 2022 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.**

- Warrant and Payroll were signed.

**3. Summer St billing/connection**

- Mr. Smith stated that he had attempted to reach out to Mr. Novak to discuss the issues with the Sewer billing however was unable to connect with him. He will continue to try and update at that time.

**4. Superintendents report**

Mr. Nyberg presented the following:

- The transfer for the AMP Grant was completed and we can now begin this project. A contract for services was presented by Mr. Nyberg from Kleinfelder for signature to proceed with this work. Mr. Smith moved and Mr. Haddock seconded approving the contract via signatures.

**5. Financial Updates:**

- Transfer at town meeting were approved, this supports the AMP Grant
- Mr. Smith asked about the overall increase in Gasoline prices vs our budgeted amounts. Mr. Nyberg stated that we were going to be ok with an expense transfer this year but next year will depend on actual costs. The budget had been

increased slightly but not to the level of current price increases. This will be monitored throughout the year.

**6. Facility planning updates:**

- All documentation to date has been returned to USDA RD offices in support of the approval of the grant for the construction of the facility upgrades.
- We are finalizing the 100% plans and specifications to be able to send this project to bid.
- The estimated timeline for pre-qualifications, bids, and potential construction dates was reviewed. It was noted that this is a moving range of dates dependent on all previous steps and is subject to change.

**7. 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