

Meeting Minutes – Sewer Commission

Northfield Town Hall

69 Main Street, Northfield MA

March 16th, 2023– 4:30 pm - Conference Room First Floor

Commission: Chair – Dan Gray (DG), Tom Walker (TW), Karen Boudreau (KB), Chief Operator - Isaac Golding (IG), Michele Turner (MT) when requested, Tighe&Bond (TB) when requested.

Call to order: 4:48 TW Present: TW, KB, DG, IG **Absent:** **Not Requested:** All others.

Review and Approval of Minutes:

Citizen's Concerns: Mrozak's

They want to hook into the Sewer. The main does not run on that end of town. Maps and discussion regarding where pipes ran, the possibility of extending the Sewer main, notification by Isaac with an FYI letter to the DEP. TW, Isaac and Dan are delving into where the Mzroak's can hook in. The team needs to determine current pipe sizes, determine easements, the lines that the SC/Plant maintain, Letters to neighbors about a possible extension (suggestion from DG), invitation to abutters, and the possibility of ccv filming with camera. Step1 Investigate, survey data addresses from Isaac, scope draft, what can we do, and achieve a final decision. No vote.

Business:

- Large Event Permit Process and infrastructure.
 - Purchase a sonic flow meter for plant or large events. This potential purchase evolved from the former possible large event. Isaac is researching different sonic flow meters. No vote.
 - Setting the Budget/Rates – update and potential vote on rate.
 - Possible pipe lining project.
 - DO upgrading project.
 - Chlorine room project.
 - Flow pacing samplers.
- Obtaining quotes and estimates – project/task priorities to be detailed in April. No vote.
- T&B – Asset Mgmt Project update. Status update by IG. Tighe&Bond completing by end of April. Filming in 6 zones showed roots and debris.
 - T&B - Zoom into 4 meetings per year. Folded into Project task list and priority setting. No vote
 - Easements And Deeds – Article money. No status.
 - Bylaws Update. – Projected to be completed in May. Status only.
 - Technical data survey update. No new status. In Congress.
 - Open Positions: Full time, Part time and Candidate interview. Mark is waiting on Dr's office to send over results. We cannot bring him in until this happens. No vote.
 - Capital projects January – May. Capital projects June – November. The team is contemplating the division of task priorities in 6-month time frames.
 - Account demographics and breakout. Deferred.
 - Accounting firm update. The team is hoping to hear from the Towns accountants so that the budget can be carefully inspected in the 4th quarter. Better shape than last year. No vote.
 - Billing and usage fees: EDU vs Usage. This research is just starting. Additional work to be documented. No vote.
 - Land use room – update. No further status.
 - Updates to the Sewer Application form. Needs to include a witnessed hookup and signatures. Will be added to the work on the bylaws for May.

Operator Report: Isaac

- Aerators – 1 in, the 2nd one will be installed when the weather / snow clears.
- Water Line break – Requested T&B to create a proposal. Have not heard from another Engineer. FRCOG cannot grab this request as they do not have the resources at this point in time. No vote.
- Yearly reports & Mapping. Working with Meghan from T&B to add more information.

Billing:

- Abatements - None
- Questions/Correspondence. Mzorak's citizen request in person.
- Setting 2024 rates and Flat Rates. Review all accounts – Reviewed weekly..

Current Project Update / Next Steps: Highland Ave project and ordering, Glenwood Ave.

Items not reasonable anticipated by the Chair: None


Next Meeting is: 3/22/2023

Adjourned: 5:47 pm

Motion: TW 2nd: KB **Vote:** All

This meeting agenda is being posted in compliance with Massachusetts Open Meeting Law. The agenda may change to reflect unforeseen business. Order of items may change as needed.

Approved:

Signature:  Date: 4/18/23

Signature:  Date: 4/19/23

Signature: _____ Date: _____

Signature: _____ Date: _____