

**Meeting Minutes – Sewer Commission
Northfield Town Hall
69 Main Street, Northfield MA**

Sept 13th, 2023– 4:30 pm - Select Board Room (moved)

Commission:	Present	Additional:	Requested:
Chair – Dan Gray (DG)	P 4:41 – 6:35	Michel Turner (MT)	P
Tom Walker (TW)	P	Tighe&Bond (T&B)	n/a
Karen Boudreau (KB)	P	Sarah Kerns (SK)	P 4:30 -5:25
Chief - Isaac Golding (IG)	P		

Call to order: 4:34 Tom Walker

Review and Approval of Minutes: signed.

Citizen's Communication: 74 Highland – see details below.

Business:

- Budget Review – line review of predicted vs. actual spending. Review, discussion/questions. None. No Vote needed.
- Abatements. – Michele. Minor Form Change. When it is a billing / account mistake. No change to form. No motion made, no vote.
- T&B – Asset Management Project (AMP) update. Review of Current status and possible next steps.

8/19 Isaac and KB spent a good amount of time this weekend of 8/19 reviewing and editing Draft #2 of the plan. Zach was on vacation until Aug 24th.

We are trying to schedule T&B to a 9/6 presentation to the Sewer Commission. That did not happen. There are 4 significant units of work that are yet to be detailed in the AMP. The criticality of the siphon with details and cost.

Section 4.1.2 extended costs of trenching, engineering, etc, T&B totals are \$8800 under basic math and do not include extended costs, CIPP lining, and easement clearing machinery.

KB communicating regularly with the DEP regarding status and challenges with the timeline.

KB worked with Mallory on a possible grant in November. This is a very fast turnaround.

Dickinson Sewer – The team and SC focused on Option 1, Raise and Seal. We ran this potential Option 1 by the DEP to get feedback and approval. Assuming approval of Option 1: T&B are estimating without details a total cost to be \$129,000. With good quotes, the estimate could be \$200,000-250,000. Dept of Environmental Protection (DEP) is expecting ease of location and regular checks to be part of this upgrade. 9/13/2023 Isaac and I hiked the Swamp Sewer. Photos were taken and arranged in this video.

<https://clipchamp.com/watch/PC4mmhyQley>

On 9/6/23, Megan Olson T&B engineer spent an online hour with KB. T&B has considered and implemented most of the feedback changes from Isaac and me.

9/8/2023 Mill St Siphon Hike. The conditions to attempt access proved to be dangerous. 100-150 cliff with soil breaking away under foot into fast water.

The AMP project has struggled over the summer and missed end dates since the beginning of May. As of 9/6/23, T&B has stepped up their intensity on the project. Contract enforcement will not be needed. The AMP Engineering presentation is set for 10/11/2023, 9:30 – 12:00.

Motion:

- Administrative Engineering Consultative hours under consideration. TW signed the Contract and KB will send to Eric Lehan on 9/14/2023.

To approve Eric Lehan, PE, as the Administrative Engineer and have him assigned to the Grant Request for Proposal CIPP pipe lining and additional tasks that require Engineering Administrative assistance.

Motion by: KB 2nd: TW Approved: all

- DEP Communications.
KB speaks with the DEP, several times per week. The DEP is revving up interest in project forward movement. Every Friday, they receive a weekly status report for our file.
- Easements And Deeds – Article money – Status update from Isaac. Deferred.
- Account and Collection system demographics. Publish the Account breakdown for public understanding. Michele, Beth, and KB did a deep dive into the EDU calculations and classification tables. Most accounts are spot on, a few will increase, and a few will decrease because their property records have changed, and we were not notified.

Age Demographics	Account Stats 08-2023:	Account Stats 11-2022
1620 to 1953 = 70 and above.	57	Age group 70+ = 53
1954 to 1963 = 60 - 69	41	Age group 60-69 = 30
1964 to 1973 = 50 - 59	40	Age group 55-59 = 20
1974 to 1983 = 40 - 49	27	Age group < 55 = 123
1984 to 1993 = 30 - 39	16	
1994 to 2003 = 20 - 29	6	
	187	226
Blank Year of Birth (30 residential, 67 business)	97	
Total Accounts	284	
Break Down - No Year of Birth		
Residential and have a blank Year of Birth.	30	
Nonresidential and by nature will have a blank Year of	67	
Accounts Age 50 and over	138	
63.59% of all residential accounts		
Of the 67 - 5 are flat fee accounts.		TA College = 38
Of the 67 - 25 are TAC accounts. 21 are campus buildings.		Moody Ctr = 13
Of the 67 - 9 are Moody accounts. 1 account is Flat fee.		Town = 6

- Citizen Communication:
- The homeowner discovered via an improvement project that they were not hooked to the Sewer. They purchased Dec. 2020 with the understanding that they were hooked to City water and sewer. Details and possible options ensued. Their Architect, Builder, and the Sewer Department are moving forward to determine the best possible solution. The dig to locate the Sewer main is 9/21/2023. Fletcher sewer and drain and Eric Lehan Admin Engineer will be onsite Tuesday 9/26/2023 to inspect main and determine options.

Billing:

- **Abatelements:**
5:31 pm 74 Highland, Abate current bill of 7/1/2022 – 12/31/2022 for \$392.70 and application fee of \$2650. **Motion by: TW 2nd by KB Approved: yes**

5:35 pm 36 Pine, Mary Shields. Abate current bill of 7/1/2022 – 12/31/2022 for \$392.70
 Motion by: DG 2nd by TW Approved: yes
- Questions/Correspondence/Applications Sewer Hookup Application, 74 Highland.

Operator Report: Isaac Golding

- **Status only** – no discussion/deliberations
- **Status with discussion/deliberation-** Known before the meeting.

Remote access. Up and running. No further needs.
Kidder Court. Deferred.
Water line. Tom to contact again for replacement without pipe size increase.
Bathroom back up at Town Hall. Status from Isaac. Onsite inspection. Removed dirt causing blockage.
- **Items not reasonably anticipated by the Chief Operator:**
The plant is severely aged and under a Consent order. Regularly emergencies occur between posting of the agenda and the meeting.

Items not reasonably anticipated by the Chair/Commission:

Next Meeting is: 9/27/2023 4:30
Adjourned: 6:47 pm **Motion by: TW 2nd by KB Approved: yes**

Approved:

Signature: *John Boudreau* Date: 9/27/2023

Signature: *Thomas Waller* Date: 9/28/2023

Signature: _____ Date: _____

Signature: _____ Date: _____

The minutes are posted in compliance with Massachusetts Open Meeting Law.