

**Meeting Minutes – Sewer Commission
Northfield Town Hall
69 Main Street, Northfield MA
Sept 27 2023– 4:30 pm - Select Board Room (moved)**

Commission:	Present	Additional:	Requested:
Chair – Dan Gray (DG)	P	Michel Turner (MT)	
Tom Walker (TW)	P	Tighe&Bond (T&B)	
Karen Boudreau (KB)	P	Sarah Kerns (SK)	
Chief - Isaac Golding (IG)	P		

Call to order: DG, 4:34 PM

Review and Approval of Minutes: Signed

Citizen's Communication: Bernie Liling, Alison Bell, Daniel Vacarri – 74 Highland

Business:

- 74 Highland.

Motion to Refund/Rebate current owners' payment back to December 4th, 2020.

Motion by: KB 2nd: TW Approved: all

Previous weeks work:

Fletcher Sewer and Drain, Sewer Comm, and Engineer, House Contractors, Highway Dept. onsite 9/26/2023
Grades and closing the map loop for future relocation of sewer. Also helps to satisfy part of the consent order.

Option 1 – Hook to a 4-inch pipe in front of 75 Highland.

The 4-inch pipe at 75 Highland and full of roots. Cannot hook another house into a 4" pipe. Waiting on grades from Engineer- Invert = 46.18. DG suggested there is another option, hook to Hubbard's.

Opt 2. 74 to Hubbard's.

Need a 1/8-inch slope for every foot in a 6-inch pipe.

Daniel V - has 1 contractor. Working on price. Norwich Construction for Quote-House front to Highland Ave.

TW: 2nd manhole at Hubbard's can wait

Household water line at Hubbard's. Engineer (Eric) will provide regulations on how to safely cross the lines.

30B matrix requirements, \$10,000 > \$35,000 3 calls, If the project is over \$35,000 then we need Quotes in writing. Machine + Materials will need to be ordered. Machine owner submits invoice.

DG- volunteered to run the machine. Private Contractor, LLC, single owner, no employees - no prevailing wage restrictions. Must be approved by the Ethics Commission.

6" Sewer Pipe and Manhole - Sewer Comm covers cost. No hook up fee per SC vote in previous meeting.

Dig Safe permit is still active.

SC requires a new drawing with the Application paperwork to hook up.

No traffic problems.

IG - Cut pavement at Hubbard's on Thursday 9/28/23.

Tom, Isaac, Eric to dig at Hubbard's on Monday 10/2/23.

Next Steps/Action Items:

- ⇒IG, Friday to cut pavement in front of Hubbard's.
- ⇒IG and TW 10/2 to dig in front of Hubbard's.
- ⇒Daniel V - has 1 contractor. Working on price. House front to Highland Ave.
- ⇒KB - call Ethics Commission regarding singular LLC no employees. A volunteer, no money, to dig the trench to keep this moving forward.
- ⇒Daniel V - Sewer Comm. requires a new drawing with the Application paperwork to hook up.
- ⇒DG- Can we get a manhole? Can Washburn quickly make a manhole?
- ⇒ERIC -research sleeve/water line ruling.
- ⇒Where is 74 Highland water line located?

Motion to hook up 74 Highland to Sewer Main.

Motion by: DG

2nd: TW Approved: all

- T&B – Asset Management Project update.
 - Review of Current status: T&B got behind over the summer. They are finishing up. Some emails and team meetings to go over questions. The presentation will be 10/10/23 at 9:30 in the Town Hall. This is a presentation only meeting lead by T&B. No deliberation and no votes will be taken.
 - Status on DEP communication.
 - We communicate every Friday with the DEP regarding work status, the Asset Management Plan and Consent order next steps.
 - Water Line Update
 - The Railroad requires all steps. All steps are required. Who did we talk to? KB will dig up emails and documentation. We will then determine next steps. This work is urgent to fix.
 - Grant with Mallory.
 - Due to the consent order, we are unable to apply for the latest water grant. Mallory is communicating directly with Greg Devine at the DEP funding division,
 - Easements And Deeds, Plant– Article money – Status update from Isaac.
 - Budget Review – line review of predicted vs. actual spending.
- 2-line items over. Meeting with Isaac for more details. Otherwise, good but need to watch. It's only September. Working with Dept of Revenue (DOR) and accountants on Catch up billing cycle when we switched to EDU in 2019.

Billing at a deficit:

Catch up billing cycle is limited to 6 months 2 cycles or 9 months (3 quarters) if going to quarterly billing. EDU is best billed quarterly. Cannot go to metered usage due to problem meters and 2019 failed inspection report. Michele and KB will be working with the Dept of Revenue to finalize the next steps and complete this task.

Billing:

- Abatements
- Questions/Correspondence/Applications

Operator Report: Isaac Golding

- **Status only** – no discussion/deliberations

Status with discussion/deliberation- Known before the meeting.

Remote access. – Completed previous. No action.

Easement clearing.

Kidder Court

Easement, Kidder Court.

- IG showed the plan to Eric to see about it. The 4-inch pipe is too small. Can we Hook into corner by Margarets? Dan G felt this was a doable situation but needed an easement. DG suggested the east side of Jay's house but that will require more easements. DG suggested looking at minutes from 1978-1985 for details on this piping area.

- **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: 10/11/2023 – 9:30 am

Adjourned: 6:05 PM

Motion to adjourn.

Motion by: DG

2nd: TW **Approved:** all

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

Approved:

Signature: _____ Date: _____

Signature: [Signature] Date: 11/1/23

Signature: [Signature] Date: 11/1/23

Signature: [Signature] Date: 11/1/23