

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

May 17, 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: **Present:** **Absent:** **Not Requested:**

Review and Approval of Minutes: yes

Citizen's Concerns:

Business:

- The entire task list from everyone.
- T&B – Asset Mgmt Project update.
- T&B - Zoom into 4 meetings per year.
- Easements And Deeds – Article money.
- Bylaws Update.
- Technical data survey update.
- Open Positions: Full time, Part time and Candidate interview Deliberate on our next steps and possible candidates.
- Capital projects January – May. Capital projects June – November. Priorities.
- Account demographics and breakout.
- Accounting firm update and regular budget review.
- Billing and usage fees: EDU vs Usage vs Tiered/Block EDU, Budget extra cycle with Michele
- Updates to the Sewer Application form. Witnessed hookup and signatures.

Operator Report: Isaac

- Aerators
- Water Line break
- Purchase a sonic flow meter for the plant or large events.
- Yearly reports & Mapping.

Billing:

- Abatements
- Questions/Correspondence.

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

Items not reasonable anticipated by the Chair:

Next Meeting is: **Adjourned:**



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