

**Meeting Agenda – Sewer Commission**  
**Northfield Town Hall**  
**69 Main Street, Northfield MA**  
**Feb 1, 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:**

**Citizen's Concerns:**

**Business:**

- Michelle - Commitment letter.
- Open Positions: Full time, Part time and Candidate interview
- Large Event Permit Process and infrastructure.
  - Purchase a sonic flow meter for plant or large events, DG.
- Setting the Budget/Rates – update and potential vote on rate.
- T&B – Asset Mgmt Project and CMOM.
- T&B zoom into 4 meetings per year.
- Bylaws Update.
- Technical data survey update.
- Capital projects January – May. Capital projects June – November.
- Account demographics and breakout.
- Accounting firm update.
- Billing and usage fees: EDU vs Usage.
- Land use room – update.
- 200 from dues and memberships to help defray tuition.
- Updates to the Sewer Application form. Needs to include a witnessed hookup and signatures.
- Easements And Deeds

**Operator Report:** Isaac

- Aerators
- Water Line break
- Yearly reports & Mapping.

**Billing:**

- Abatements?
- Questions/Correspondence.
- Setting 2024 rates and Flat Rates. Review all accounts.

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

**Items not reasonably anticipated by the Chair:**

**Next Meeting is:**

**Adjourned:**



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.