

**Meeting Agenda – Sewer Commission  
Northfield Town Hall  
69 Main Street, Northfield MA  
March 15th, 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:** Moved to end of meeting because of topics and time.

**Business:**

- 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.
  - Possible pipe lining project.
  - DO upgrading project.
  - Chlorine room project.
  - Flow pacing samplers.
- 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
- 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.
- Updates to the Sewer Application form. Needs to include a witnessed hookup and signatures.

**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 reasonable 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.