

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

March 16th, 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:



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