

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

**Oct 12<sup>th</sup>, 2022 – 4:30 pm - Conference Room First Floor**

**Call to Order/Attendees: Chair** – Dan Gray (DG), Tom Walker (TW), Karen Boudreau (KB), Chief Operator - Isaac Golding (IG), Michele Turner (MT) (when requested)

**Review and Approval of Minutes:**

**Citizen’s Concerns:**

**Business:**

- Large Event Permit Process and infrastructure.
- Setting the Budget/Rates and the Accounting Firm.
  - Off cycle billing research.
- T&B - Northfield Financing Agreement.
- T&B zoom into 4 meetings per year?
- Open Full time and Part time Positions
- Occasional Part time Maintenance position
- Job Classifications, Job Descriptions, Salary Rate review, and posting.
- ARPA funds update.
- Website updates.
- Technical data survey update.
- Land use room and plant deed.



**Operator Report:** Isaac

**Billing:**

- **Abatements?**
  - Questions/Correspondence.
- Quarterly billing statistics to date from Michele Turner.
- Begin work on new billing rate, 2024-2025
- \$27 demand fee for late/delinquent payments.

**Capital Projects:** Pipe Relining Wrap up from Isaac. Request for invoice.

**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.