

# Sewer Commission

Thursday, January 15, 2025 @ 4:00 pm  
Shelburne Town Hall  
51 Bridge St., Shelburne, MA 01370

1. **Call to Order**
2. **Review and Acceptance of Previous Meeting Minutes (If Applicable / Time Permitting)**
  - a) Review and, if time permits, acceptance of December 2025 Meeting Minutes
3. **Appointments:**

No Appointments.
4. **Old Business:** (Time Permitting)
  - a) Grant writing / Terry Walker / OneStop Grant Expression of Interest Open – January 24, 2025 & Closes – March 26, 2025
  - b) Intermunicipal Truck Agreement / Cara – Buckland’s Treasurer will be sending an invoice.
  - c) Follow up / Sewer Enterprise Fund Certification of Funds \$163,654.00. Heidi is in contact with Pam regarding the next joint meeting.
  - d) Sewer Adjustments: David DeLorenzo & Justin Bourbeau – Adjustment to be signed by Commissioners.
  - e) Review current billing for FY26. Discuss and determine FY26 sewer rate. – Commitment to be signed by Commissioners.
  - f) Sewer abatement process and procedure. – Process and Procedure to be reviewed.
  - g) Sewer Capital Repairs: \$46,250 - Article 32 / May 6, 2025 Meeting
    - Clarifier wall repair
    - Crawler cam – Per Buckland, on hold, researching proper camera.
    - Truck replacement
    - New item per recent joint meeting: Stair repair / replacement – deteriorated
    - Heidi is coordinating a meeting with Tim / WWTP Chief Operator.
  - h) RCAP – Grant writing & loan services
5. **New Business:** (Time Permitting)
  - a) Welcome and Recognition of Newly Appointed Commissioner, Mary Ann Dalton
  - b) Weston & Sampson update / Design drawings in progress.
  - c) Budget Meetings Updates
    - Dara / Shelburne Accountant
    - Buckland Joint Meeting / New Accountant TBD (scheduling in progress)
  - d) WWTP Chief Operator Meeting (Scheduling in progress)

6. **Any Other Business:** *(Time sensitive topics not reasonably anticipated 48 hours in advance of the meeting)*
  - a) Schedule next meeting / Feb 2026?
7. **Correspondence:**
8. **Public Comment:** *(at the discretion of the Commissioners as time allows. Time may be limited)*
9. **Adjournment:**