

# Shelburne Sewer Commission Meeting Agenda

Thursday, May 14, 2026 @ 5:00 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)

## 3. Appointments:

a) Tim Schramel / WWTF Chief Operator and Dan Fleuriel / Prior WWTF Chief Operator will be joining the meeting.

- Pump station upgrade project & preliminary review of draft design documents.
- Revisit current repair needs – Repair needs will still be discussed. Sewer leak at 23 High St.
- FY26 Repairs: Crawler Camera, Clarifier Wall
- FY27 Repairs: Stair Replacement
- Next meeting w/ Andrew Evans (RCAP)

## 4. Old Business: (Time Permitting)

a) OneStop Grant – Review of grant application in preparation of upcoming submission

b) Sewer abatement process and procedure. – Process and Procedure under review.  
*Revised policy to be revisited for further comment. Keeping under Old Business until Process and Procedure is finalized.*

c) Weston & Sampson update / Draft design documents received on 3/27/26 at 90%. Final revision expected first week of June per Weston & Sampson. *Keeping under Old Business until design documents received at 100%.*

d) Budget Meetings Updates *Keeping under Old Business until all meetings have taken place.)*

- Dara / Shelburne Accountant – TBD (scheduling in progress)
- New Accountant TBD
- WWTP Site Visit (Scheduling in progress)

**5. New Business: (Time Permitting)**

- a) Sewer adjustment request for Michael & Karen Bromberg
- b) Replacement of office equipment procedure (recent battery backup)
- c) Review of recent accounting report from Dara / Shelburne Accountant

**6. Any Other Business: (Time sensitive topics not reasonably anticipated 48 hours in advance of the meeting)**

- a) Schedule next meeting for end of May, prior to grant application submission.

**7. Correspondence:**

**8. Public Comment:** (at the discretion of the Commissioners as time allows. Time may be limited)

**9. Adjournment:**