

**TOWN OF BROOKFIELD**  
**Water Department**  
**MEETING MINUTES**  
**June 9, 2021**

***Posted Meeting:** The meeting of the Brookfield Water Department was called to order at 11:00 a.m. in the office of the Water Department.*

***In Attendance:** Donald Taft, Al Jones and Robert Barnes.*

*Superintendent: Dennis Clarke*

*Minutes taken by Administrative Assistant; Holly Chisholm.*

**Minutes**

*Commissioners reviewed and accepted the minutes from April 14<sup>th</sup> and May 12<sup>th</sup> with the revision of the new rate change listed in the May minutes. All in favor; so voted.*

**Billing**

*Commissioners reviewed and signed the billing..*

**Commitments**

*Commissioner's signed the revised 8<sup>th</sup> commitment and commitment #11 for fy21.*

**Shut Off**

*Dennis will begin shut off's for water services that are in arrears.*

**Unibank**

*Dennis met with the Town Treasurer and the Unibank representative regarding the online payment process. The Water Dept. would like to begin offering this feature in the very near future.*

**Standpipe**

*The standpipe cleaning will take place on June 15<sup>th</sup>.*

**Source Water Protection Plan**

*Source water protection information will be mailed along with our fall billing for fy22. On the 18<sup>th</sup> of June Dennis will meet with Bruce from Mass Rural Water to discuss the source water draft plan along with the water line extension to the south side of the Quaboag River.*

**Software Upgrade**

*Holly will look into the cost of the upgrade for the Eldorado billing software. We are working with an older version that is now phasing out.*

**DEP**

*The Brookfield Water Dept. is in recognition from DEP for complete and full compliance of all state and federal mandated requirements.*

**Multi Unit Rate Increase**

*Commissioners discussed an additional cost for water usage for multi units on the system. Dennis and Al will do the research on the number of parcels in town to see if this increase will be beneficial to the water department and fair to the customers.*

**Grant**

*Commissioners discussed a possible grant that may be awarded to the Town for investing in water infrastructure projects through the ARPA. Dennis will discuss possible grants for the Water Department with the Town's Grant Writer.*

**Adjourn**

*Commissioners have agreed to adjourn the meeting at 12:15 p.m. Mr. Taft will post the next meeting for July 14, 2021.*