




# SESD

Wastewater Treatment  
For a Cleaner Environment

## MEMORANDUM

TO: Ilene Twiss, Town Clerk  
Town of Middleton  
Email: [notices@middletonma.gov](mailto:notices@middletonma.gov)  
Fax No.: 978-774-6167

FROM: Amy J. Traynor, Clerk of the District   
South Essex Sewerage District

DATE : January 2, 2026

RE : Notice of Meeting of the South Essex Sewerage Board  
on January 7, 2026

### Message:

In accordance with the Open Meeting Law, M.G.L. c. 30A, s. 20 (b), we are filing the enclosed Notice of Meeting with your office.

**Please post the Notice of Meeting today.** The manner of posting should be the same one that you use for meetings of local public bodies as approved by the Attorney General under the Open Meeting Law.

Thank you for your assistance.

If you did not receive a complete transmission, please call me at: 978-744-4550, ext. 123.

**South Essex Sewerage District**

50 Fort Avenue, P.O. Box 989  
Salem, MA 01970

(978)744-4550 | [SESD.com](http://SESD.com)

COMMONWEALTH OF MASSACHUSETTS  
SOUTH ESSEX SEWERAGE DISTRICT  
50 FORT AVENUE  
SALEM, MASSACHUSETTS 01970

NOTICE OF MEETING OF THE SOUTH ESSEX SEWERAGE BOARD

DATE: January 7, 2026

TIME: 1:00 PM

PLACE: 50 Fort Avenue, Salem  
Administration Building, First Floor  
Board Room

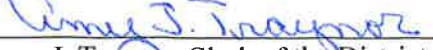
To join meeting by phone through GoToMeeting, dial in at +1 (224) 501-3412  
Access Code: 573-249-877

The following is a list of the topics reasonably anticipated to be discussed at the Meeting as of the date of this Notice. The order in which the topics will be discussed may change. Other items that arise between the date of this Notice and the Meeting may also be discussed.

1. Call to Order
2. Approve Warrants
3. Report of Executive Director
  - a. *Discuss Fiscal Year 2027 Budget Schedule*
  - b. *Discuss Centennial Plan*
4. Discuss Draft Capacity Preservation Policy
5. Review and Discuss Final NPDES Permit
6. Review/Approve Wage Adjustments for Non-Union Personnel
7. Discuss Executive Director Performance Evaluation
8. Division Head Reports
9. Review/Approve Minutes of Any Previous Meetings
10. Old, New, On-Going Business
11. Report of General Counsel
  - Executive Session to Comply with or Act Under the Authority of, any General or Special Law – Review/Approve Release of Executive Session Meeting Minutes*
12. Adjournment

Michael R. Parsons, P.E.  
Chairman

Copy sent to each City/Town Clerk in the  
the District for Filing and Posting

By   
Amy J. Traynor, Clerk of the District  
January 2, 2026 10:30 AM