

Bradford Water & Sewer Commission Minutes
January 15, 2014 at 6:00 pm
Bradford Academy Building

Attending: Lunnie Lang, Seth Bean, Robert W. Nutting, Larry Drew, Jonathan Thornton & Bridget Simmons
Visitors: n/a
Absent: Ron Moore

Meeting called to order by Larry Drew at 6:00 pm

Visitors & Public Comment:

- No public comment.

Minutes:

- **Motion made by Robert W. Nutting to approve minutes from December 10, 2013 and December 30, 2013 as submitted. So voted. Motion passed unanimously.**

Chief Water & Sewer Operators Report:

- Discussion ensued regarding pump #2 at Appleton Drive. The pump wires had burnt up and pump #2 is not working at all at this point. Jon contacted Watt's UP Electric & Otter Creek, parts have been ordered for replacement. As soon as they are in, it will be repaired.
- **Motion made by Robert W. Nutting to accept the Chief Operators Report as written. So voted. Motion passed unanimously.**

Sewer - New Business:

- Little River's building across from the Vener Mill is having issues with sewer line again. They will not be allowed to cut into the road to replace the line as the Town said no, however they will be able to bore the a new line directly into the man hole. Copeland owns the building and they will pay for this as it's "their" responsibility, however they are still working on getting costs.

Sewer - Old Business:

- Discussion ensued regarding the Bradford Motel. Once Ron returns from vacation, he and Jon will go down to the Bradford Motel and preform a dye test. Robert W. Nutting wanted to make sure that we contact Dan Mason and the State of Vermont and that he attends the dye test.
- Bridget needs to request an update from the Selectboard to find out what they are planning to do with the "leftover" monies from the Sewer Extension Project.

Water New Business:

- No new business to report.

Water - Old Business:

- No old business to report.

Water & Sewer Orders:

- No discussion on orders tonight.
- **Motion made by Lunnie Lang to approve the orders as written. So voted. Motion passed unanimously.**

Executive Session - Personnel:

- **Motion made by Larry Drew to enter into executive session to discuss a personnel matter. Those invited to attend are board members present, Jonathan Thornton & Bridget Simmons. 1 V.S.A. § 313 (a) (3) So voted. Motion passed unanimously.**
- Entered executive session at 6:28 pm
- Exited executive session at 6:34 pm
- **Motion made by Larry Drew to issue a 1.5% payroll increase for 2014 for Bridget Simmons, effective January 1, 2014. So voted. Motion passed unanimously.**
- **Motion made by Lunnie Lang to appoint Robert Lefebvre as the 5th Water & Sewer Commissioner in place of Robert Terrill until Town Meeting on March 4th 2014. So voted. Motion passed unanimously.**

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Other Business:

- **New Meeting Time:**
 - The Commission discussed changing their "normal" meeting time from 6:00 pm to 6:30 pm. This will help make it easier for everyone to attend the meetings & arrive on time.
 - **Motion made by Lunnie Lang to change the Bradford Water & Sewer Commission monthly meeting time from 6:00 pm to 6:30 pm, effective immediately. So voted. Motion carries 3 to 1. Robert W. Nutting opposed.**

- **Brook Field Service - PM contract:**
 - Bridget contacted Brook Field and there will be no discount if we went with a 3 year contact as opposed to a one year contract.
 - **Motion made by Robert W. Nutting and seconded by Lunnie Lang to approve the preventive maintenance from Brook Field Service in the amount of \$1,796 for the year 2014. So voted. Motion passed unanimously.**

- **Farr Lane:**
 - Estimate from Jason Fornwalt to repair Farr Lane would be between \$1,000 and \$1,500. This is something that we could cover under the water improvement project; however it's not something that would be paid for by Munson Earth-Moving.

- **Budget:**
 - Discussion ensued regarding the 2014 budget.
 - **Motion made by Lunnie Lang to approve the budget with the added expenses discussed tonight. So voted. Motion passed unanimously.**

- **Plateau Acres:**
 - Larry Drew wants to make sure that Jon and Bridget keep very close tabs on the project that is happening on Plateau Acres in regards to the assisted living home. Larry has asked Ted to keep us informed and also asked Ted if they were going to come before the board, Ted told Larry that they were not ready for that yet.

- **Steering Committee:**
 - Marvin Harrison is looking for a flow chart of how the sewer project works everything from A-Z. Marvin had requested this from Bridget and indicated that he didn't get any response, Bridget has spoken with Marvin about this a few times, however the flow chart is not completed yet, thus Marvin didn't have the flow chart for the meeting today. Bridget will work on the flow chart and have it ready for the next meeting.

Motion made by Lunnie Lang to adjourn.

Adjourn:

Meeting adjourned at 7:07 p.m.

Respectfully submitted:

Bridget Simmons, Recording Clerk