

Bradford Water & Sewer Commission Minutes
April 7, 2015 at 6:30 pm
Bradford Academy Building

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

Meeting called to order by Larry Drew at 6:27 pm

Visitors & Public Comment:

- No public comment.

Minutes:

- **Motion made by Lunnie Lang to approve minutes from March 10, 2015 as submitted.** So voted. **Motion passed unanimously.** (3-0)

Chief Water & Sewer Operators Report:

- ARC pumping station, is still not pumping. We have still had to use Jay's Septic to pump out the tank. Ron has installed a clean out on the force main. We have also run a sewer snake into the line and did not hit any obstructions from the tank to the middle of the road.
- DEC Residuals Management Division was here in town to assist us with the site location for new monitoring wells on the Limlaw field. They stated that we need to replace 2 of the 5 original wells. These will need to be replaced in the fall of 2015 - Jon did budget for this in 2015.
- Jon completed the Source Protection Plan update that was due to DWGPD in April.
- **Motion made by Robert Lefebvre to approve the Chief Water & Sewer Operators report as submitted.** So voted. **Motion passed unanimously.** (3-0)

Water New Business:

- Monoko, LLC - They have sent in a letter formally requesting to place a job trailer down by our plant on Appleton Drive while they do some bridge cleaning on Route 25 this summer. Lunnie Lang's concern is that there will paint close to the water supply. Jon and Bridget need to contact them and see what specifically their plan will be and what they want to specifically put there, if it's just a trailer and truck parking.
- Susan Bradford - no action will be taken.

Water Old Business:

- No old business to report.

Sewer - New Business:

- US Route 5 - Manhole(s):
 - The Vermont Agency of Transportation will be paving Route 5 from Bradford to Ryegate, the manholes in Bradford will need to be raised/lowered to meet the "new" road. Our options are to either do the work ourselves or paying the person that VAOT hires. The Commission feels that we need to do them ourselves and not pay whomever VAOT would hire.
- Generators:
 - We had our yearly maintenance done on our generators and we have learned that we need to have some repairs done on a few of our generators. We have received a quote from Brook Field Services of \$1,869.81 plus freight.
 - **Motion made by Lunnie Lang to go ahead with the repairs from Brook Field Service in the estimated amount of \$1,869.81 plus freight.** So voted. **Motion passed unanimously.** (3-0)

Sewer - Old Business:

- No old business to report.

Water & Sewer Orders:

- Larry Drew asked about email charges from our lawyer. Bridget & Jon explained that the correspondents between the lawyer and us were "cheaper" than a phone call as the emails took less time than talking with her on the phone.
- **Motion made by Lunnie Lang to approve the orders as written.** So voted. **Motion passed unanimously.**

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Other Business:

- **Past Due Customers:**
 - Bridget and Jon have been working with delinquent customers to get them cleared up. We have 4 customers that we will be turning off for lack of payment, plus 3 that have already been shut off with a possibility of 2 others that will be shut off. Everyone else is either paid or have set up a payment plan with our office.

- **Insurance Letters:**
 - Bridget & Jon would like to put an insert in our bills this next cycle addressing the letters that have been sent to our rate payers telling them that they should/must buy insurance for their water lines. We would just like to make it clear that the Water Department is not associated with these companies.

- **Commissioner:**
 - Larry Drew has been approached by someone who is interested in being on the board. Larry let that person know that at this time, we do not have any open spots on the board, but that he would pass this on to the board. Bridget has drafted a letter to be sent via the request of the Commission. Lunnie Lang would like it sent to the Selectboard for review prior to sending out.

- **Burgess Farm:**
 - Larry Drew heard that they are selling off their live-stock. Bridget is to check to see if the agreement between the water department and Burgess transfers with a sale of the property.

- **Phyllis Russ:**
 - The Commission would like Bridget to check and see if the agreement transfers with the sale of the property.

- **Credit Cards:**
 - The Selectboard discussed accepting credit cards at the meeting after town meeting - see their note from their minutes.
 - *In the Selectboard Minutes date March 12, 2015: The Selectboard forgot to bring up under "Town Meeting Follow Up" about the idea of the Water/Sewer Commission accepting credit cards. The communication between the Water/Sewer Commission and the Selectboard about accepting credit cards has not been ideal as the Selectboard first learned about this at Town Meeting Day. The Selectboard would like to be able to move forward with accepting credit cards as an entire Town but they have a lot more questions. The Selectboard also feels that any cost associated with using a debit/credit card should be absorbed by the user and not the Town, as the Water/Sewer Commission were talking about their department absorbing a \$1.95 per transaction. The Selectboard is not comfortable authorizing the Water/Sewer Commission to move forward with accepting credit cards at this time but they think it is a good idea and would like for the Jennifer Rivers and Bridget Simmons to meet and discuss.*
 - Jennifer and Bridget will be meeting to discuss when I get back from vacation.

Motion made by Lunnie Lang to adjourn.

Meeting adjourned at 7:41 p.m.

Respectfully submitted:

Bridget Simmons, Recording Clerk