

Bradford Water & Sewer Commission Minutes
September 9, 2015 at 6:30 pm
Bradford Academy Building

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

Meeting called to order by Larry Drew at 6:32 pm

Visitors & Public Comment:

- No public comment.

Appointment of new Commissioner:

- Leonard expressed his most sincere apologies for not being able to attend tonight's meeting as he already had a prior commitment, however he is looking forward to serving as a water & sewer Commissioner.
- **Motion made by Larry Drew to appoint Leonard Dobbins as Water & Sewer Commissioner to fulfill Seth Bean's vacant spot on the board until the term is up in March of 2016. So voted. Motion passed unanimously. (4-0)**
- Bridget has put together copies of all the packages from our meetings in 2015 and will get them to Leonard, she will also let him know what he needs to swing into the Town Clerks' office to officially be sworn into office.

Chief Water & Sewer Operators Report:

- **Motion made by Lunnie Lang to approve the Chief Water & Sewer Operators report as submitted. So voted. Motion passed unanimously. (4-0)**

Water New Business:

- Farm Way Water Permit:
 - Farm Way has applied for a permit to increase the water usage due to the addition they are putting on.
 - **Motion made by Lunnie Lang to approve the permit submitted by Farm Way to increase the water usage. So voted. Motion passed unanimously. (4-0)**
- Gladstone Farm
 - Jon was contacted by Larry Russ in regards to Walt Gladstone & his farm to see if we could supply him with water from our system. Jon has spoken with several different people, including Mark Youngstrom to see if this is something that we can legally do, supply water to someone outside our town, as Walt's property is in Fairlee. This is something that we can do legally. It's important to note that there is a long line of pipes that will need to be run & this will have to be at Walt's expense.
 - The Commission needs a better understand of what Walt is looking for before they can make any decisions regarding this. The Commission is always going to talk to the Selectboard to see what their thoughts are on this as well. Our next step, after speaking with the Selectboard would be to have Walt come to our next meeting & have Dan Perry attend that meeting as well.

Water Old Business:

- No old business to report.

Sewer - New Business:

- Farm Way Water Permit:
 - Farm Way has applied for a permit to increase the sewer usage due to the addition they are putting on.
 - **Motion made by Robert Lefebvre to approve the permit submitted by Farm Way to increase the sewer usage. So voted. Motion passed unanimously. (4-0)**

Sewer - Old Business:

- No old business to report.

Water & Sewer Orders:

- **Motion made by Robert Lefebvre to approve the orders as written. So voted. Motion passed unanimously. (4-0)**

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Other Business:

• **Billing Insert:**

- Discussion ensued regarding 2014/2015 water line freeze ups and the fact that some rate payers did not understand who's responsibility it was to pay for what in terms on line freeze ups. Jon & Bridget thought it would be a good idea to include in the next water bill, a short statement as to the "what's-what" & the "whos-whos" when it comes to water line freeze ups.

• **Oxbow Hair Design:**

- There was a freeze up at Oxbow Hair Design this past winter and it was discovered that curb stop for Oxbow Hair Design and Ryan Lockwood is on the other side of the road. Those 2 lines are also connected together as one. Jon will be discussing with them tomorrow moving the curb stop to the other side of the road & splitting the line so they both have separate curb stops and separate water services. It's important to understand that the Water Commission is responsible for paying to move the curb stop, but the landowners are responsible for the water lines and all the expenses associated with running the water lines from the curb stop to house/business.

• **SCADA Quote:**

- Jon provided the Commission with a quote from ICS to upgrade the control box in the water office. This is something that needs to be done sooner rather than later, the control box is not broken at this time, but it has failed a few times and the next time might be "for good." Dom, of ICS highly suggests we do the upgrade now before the system fails and we need to do the upgrade as an "emergency situation" - Lunnie would like us to see if we can keep the "old" one as a back-up.
- **Motion made by Lunnie Lang to approve the quote from ICS as written in the amount of \$8,190. So voted. Motion passed unanimously. (4-0)**

• **Hydrant Flushing:**

- Jon wanted to the Commission to know that he will be performing the annual Hydrant flushing between September 22nd and October 3rd - we will place an ad in the Journal Opinion letting the public know as well as putting it on our Facebook page & our website to cover all of our bases.

• **NEMRC & Susan Bradford:**

- As stated before, the Bradford account keeps reverting back to 3 units, instead of staying at 2 units. Bridget has been working with NEMRC to correct the issue, however we have received a response from NEMRC that is less than helpful. Their response is simply "I downloaded your back up from last night & looked at this account. Two units is what is presently setup" This clearly does not indicate why this account keeps reverting back to 3 units when we print bills.

• **2014 Audit:**

- **Motion made by Robert W. Nutting to accept the 2014 audit findings and responses from Fothergill, Segale & Valley. So voted. Motion passed unanimously. (4-0)**
- **Motion made by Robert W. Nutting to accept the 2014 audit and the MDA and to authorize Larry Drew to sign on behalf of the Water & Sewer Commission. So voted. Motion passed unanimously. (4-0)**

• **Misc Items:**

- Robert W. Nutting is listing his property location that burned and had a few questions in regards to water/sewer.
- Marci Carver confronted Larry Drew regarding the number of units she has to pay at her apartment house. She feels that she only has one connection, thus she should only have to pay one unit fee - Larry explained how the unit charges worked.

Motion made by Lunnie Lang to adjourn.

Meeting adjourned at 7:41 p.m.

Respectfully submitted:

Bridget Simmons, Recording Clerk