

Bradford Water & Sewer Commission Minutes
November 14, 2017 at 6:00 pm
Bradford Academy Building

Commissioner: Daniel Perry III, Robert Lefebvre & Leonard Dobbins
Operators: Jonathan Thornton, Chief Water & Sewer Operator
Recording Clerk: Bridget Simmons
Visitors: n/a
Absent: Ron Moore, Larry Drew & Lunnie Lang

- Meeting called to order by Leonard Dobbins at 6:00 pm

Visitors & Public Comment:

- No public comment.

Minutes:

- **Motion made by Robert Lefebvre to approve the minutes from October 17, 2017 as submitted. So voted. Motion passed unanimously. (3-0)**

Chief Water & Sewer Operators Report:

- Jon received the preventative maintenance contract from Brookfield Service, however the contract for 2018 has increased by \$700 - Jon has put a call into Milton Cat for a price as we have used them in the past with our larger generator.
- **Motion made by Robert Lefebvre to approve the Chief Water & Sewer Operators report as submitted. So voted. Motion passed unanimously. (3-0)**

Water - New & Old Business:

- No new or old business to report.

Sewer - New & Old Business:

- No old or old business to report.

Water & Sewer Orders:

- **Motion made by Daniel Perry III to approve the orders dated November 15, 2017 as written. So voted. Motion passed unanimously. (3-0)**

Water & Sewer Budgets:

- Jon presented the Commission with the first draft of the water & sewer budgets. The Commission will take it home and review, then discuss at the next meeting.

Other Business:

- **Computer at Plant**
 - Ray Coffin from All-Access suggested that we replace the computer at the sewer treatment plant. Discussion ensued regarding the computer and the Commission ultimately decided that they should buy a new computer for the plant in 2018. Bridget & Jon will make sure that this will be included in the 2018 budget.
- **Internet Contract**
 - The internet at the sewer treatment plant is very slow. All-Access did some research and found a way to triple the speed of the internet and reduce the cost. This will require that the Commission agrees to a 3-year contract with Fairpoint. The commission discussed this option in detail. There may be another option coming thru our area, a different company to use and we need to do some research to find out if that is an option.

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- **Employee for Sewer Plant**
 - Jon made the Commission aware that Ron Moore will likely be retiring by the end of June when his license/certification expires. Jon expressed his concern for the amount of time it may take to find a new employee and suggested that we start advertising as soon as possible. The Commission agreed with Jon and suggested that he start advertising right away.
 - **Motion made by Daniel Perry III to authorize Jon to start advertising for the Assistant Operator position. So voted. Motion passed unanimously. (3-0)**

- **ISO Insurance**
 - An Agent was here today to check spot check the pressure in our hydrants. This testing is done every 10 years or so. The pressure was better this year than it was last time the pressure was tested, which is in direct relationship to the water improvement project. The 5 deficient hydrants from our previous test, tested better this time.

- **Land Spreading**
 - The spreading is scheduled for next week. The State made an error while calculating the soil samples which required us to do additional testing, the State then informed us that it was their error and the soil was fine.

- **Rate Restructure**
 - Bridget has been working with Mark Youngstrom over the past year in regards to the rate restructure. Bridget attended a training last month that was very valuable. Bridget & Jon have a meeting with Mark on Friday to discuss further options.

Executive Session:

- **Leonard Dobbins made a motion that the Commission has determined a personnel issue needs to be discussed in executive session because the premature general public knowledge would place the Commission at a substantial disadvantage. So voted. Motion passed unanimously. (3-0)**
- **Leonard Dobbins made a motion to go into executive session at 6:57 p.m. to discuss a personal issue as allowed by 1 V.S.A. Section 313 (a)(1). The motion included Bridget Simmons, Jonathan Thornton and all present Commissioners to attend the session. So voted. Motion passed unanimously. (3-0)**
- **Motion made by Robert Lefebvre to exit 7:16**
- No action taken.

Motion made by Leonard Dobbins to adjourn.

Meeting adjourned at 7:26 p.m.

Respectfully submitted:

Bridget Simmons, Recording Clerk