

**Bradford Water & Sewer Commission Minutes**  
**August 8, 2017 at 6:00 pm**  
**Bradford Academy Building**

**Commissioner:** Daniel Perry II, Robert Lefebvre, Lunnie Lang & Leonard Dobbins  
**Operators:** Jonathan Thornton, Chief Water & Sewer Operator & Ron Moore, Assistant Sewer Operator  
**Recording Clerk:** Bridget Simmons  
**Absent:** Larry Drew

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

**Visitors & Public Comment:**

- No public comment.

**Minutes:**

- **Motion made by Lunnie Lang to approve the minutes from June 19, 2017 as submitted. So voted. Motion passed unanimously. (4-0)**

**Chief Water & Sewer Operators Report:**

- Replaced the motor at Goshen Road pumping station. The second pump is very noisy, it should be replaced. Lunnie is wondering if we have a time limit as to when it should be replaced. Vermont Rural Water is coming to check out a couple backflow preventers and Jon is hoping to have him look at this pump along with the one at the Golf Course pumping and the ARC pumping station. Jon said that it should be replaced sooner rather than later. Jon will be contacting a contractor whose name was given to him by Wayne at Vermont Rural Water.
- Ash Street, there was another leak, we are planning to upgrade a portion of the line this fall, approx. 200' or less. This line upgrade was already in our budget for 2017.
- Vermont Department of Health has performed the annual inspection of the fluoride system. They found no issues.
- **Motion made by Lunnie Lang to approve the Chief Water & Sewer Operators report as submitted. So voted. Motion passed unanimously. (4-0)**

**Water - New & Old Business:**

- No new or old water business to report.

**Sewer - New & Old Business:**

- No new or old sewer business to report.

**Permits:**

- Button:
  - New water connection permit submitted by Beth Button for 483 North Pleasant Street.
  - **Motion made by Robert Lefebvre to approve the water connection permit as submitted by Beth Button for 483 North Pleasant Street. So voted. Motion passed unanimously. (4-0)**
  - New sewer connection permit submitted by Beth Button for 483 North Pleasant Street.
  - **Motion made by Lunnie Lang to approve the sewer connection permit as submitted by Beth Button for 483 North Pleasant Street. So voted. Motion passed unanimously. (4-0)**

**Water & Sewer Orders:**

- **Motion made by Robert Lefebvre to approve the orders dated August 9, 2017 as written. So voted. Motion passed unanimously. (4-0)**

**Other Business:**

- Jon updated the commissioner on the VLCT annual inspection on July 12<sup>th</sup> 2017. The inspection found a couple very minor items that need attention:
  - The wooden step-ladder that is in good condition with a weight rating of 200 or 225 lbs. should be replaced with a new step-ladder with a weight rating of 300 lbs. or higher. Jon & Ron have already removed this step-ladder and replaced it with a new one.
  - The area that sits elevated in the garage entrance way needs to have an appropriate barrier installed to prevent a person from falling off the platform.
  - 940: No hazard communication program in place. There was a program/book in place, but it hasn't been updated since 2012. Jon & Ron have already taken care of updating this.

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- Bridget provided the Commissioners with a written update on the 25B Bridge Project.
- Bridget provided the Commissioners with a copy of the Budget vs. Actual, including the warrant for this evening.
  
- The Commission discussed the Sewer to the Lower Plain project and the added expense that took place a couple months ago in order to have a resident connect to the "new" sewer line. This expense was solely due to an error on the part of the construction crew when installing the sewer main line to the lower plain. Several residents have and will run into this issue as the line was not properly installed for the connections to take place. In June, the Commission voted to pay for the added costs for 368 Lower Plain to connect to the "new" sewer line. The "funds" to come directly from the Sewer to the Lower Plain project construction expense line. This was not made clear in the minutes from June, thus the below motion:
  - **Motion made by Lunnie Lang to approve the added costs from Locke Excavation which allowed for 368 Lower Plain property owner to connect to the "new" sewer line, noting that this is a direct expense of the "Sewer to the Lower Plain" main line not being installed correctly. This extra expense will be expensed to the sewer contracted service expense line. So voted. Motion passed unanimously. (4-0)**
- Bridget will do a journal entry to move this expense from Sewer to the Lower Plain and to the sewer contracted services line.

**Motion made by Lunnie Lang to adjourn.**

Meeting adjourned at 6:32 p.m.

Respectfully submitted:

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Bridget Simmons, Recording Clerk