

Bradford Water & Sewer Commission Minutes

March 13, 2018 at 6:00 pm

Bradford Academy Building

Commissioner: Lunnie Lang, Dan Perry, Robert Lefebvre and Leonard Dobbins
Operators: Jonathan Thornton, Chief Water & Sewer Operator
Others: n/a
Absent: Bridget Simmons

Meeting called to order by Leonard Dobbins at 6:02 p.m.

Visitors & Public Comment:

- No public comment.

Re-organization:

- Chairman: **Motion made by Lunnie Lang to nominate Leonard Dobbins as Chairman. So voted. Motion passed unanimously. (4-0)**
- Vice Chair: **Motion made by Leonard Dobbins to nominate Robert Lefebvre as Vice-Chairman. So voted. Motion passed unanimously. (4-0)**
- Payroll: **Motion made by Lunnie Lang to appoint Leonard Dobbins as the reprehensive to sign off on payroll. So voted. Motion passed unanimously. (4-0)**

Rules of Procedure & Conflict of Interest Policy:

- Copy of the Rules of Procedure document provided to the Commission. **Motion made by Daniel A. Perry III to adopt the rules of procedure for 2018. So voted. Motion passed unanimously. (4-0)**
- Copy of the Conflict of Interest policy provided to the Commission. **Motion made by Daniel A. Perry III to adopt the conflict of interest policy for 2018. So voted. Motion passed unanimously. (4-0)**

Minutes:

- Copy of the February 15, 2018 minutes provided to the Commission. **Motion made by Lunnie Lang to approve minutes from February 15, 2018 as submitted. So voted. Motion passed unanimously. (4-0)**

Chief Water & Sewer Operators Report:

- Copy of the Operator's Report provided to the Commission. **Motion made by Lunnie Lang to approve the Chief Water & Sewer Operators report for February 2018 as submitted. So voted. Motion passed unanimously. (4-0)**

Water & Sewer Orders:

- **Motion made by Lunnie Lang to approve the orders dated March 13, 2018 as written. So voted. Motion passed unanimously. (4-0)**

Other Business:

- Copies of the follow documents were provided to the Commission, both in hard copy at the meeting & via email prior:
 - Budget vs. Actual Report for Sewer dated 3.13.18 and Budget vs. Actual Report for Water dated 3.13.18
 - Balance sheet for Sewer dated 3.13.18 and Balance sheet for Water dated 3.13.18
 - Trial Balance for Sewer dated 3.13.18 and Trial Balance for Water dated 3.13.18
 - Water Usage vs Pumped thru February 2018
 - Sewer Daily Flows thru February 2018
 - Water Pumped 2007 thru February 2018

Motion made by Leonard Dobbins to adjourn at 6:49 p.m.

Meeting adjourned at p.m.

Respectfully submitted:

