

**Bradford Water & Sewer Commission Minutes**  
**April 10, 2018 at 6:00 pm**  
**Bradford Academy Building**

**Commissioners:** Lunnie Lang, Daniel A. Perry III, Robert Lefebvre and Leonard Dobbins  
**Operators:** Jonathan Thornton, Chief Water & Sewer Operator  
**Recording Clerk:** Bridget Simmons  
**Others:** n/a  
**Absent:** n/a

Meeting called to order by Leonard Dobbins at 6:00 p.m.

**Visitors & Public Comment:**

- No public comment.

**Minutes:**

- A copy of the March 13, 2018 minutes were provided to the Commission prior to the meeting and at the meeting.
- **Motion made by Lunnie Lang to approve minutes from March 13, 2018 as submitted.** So voted. **Motion passed unanimously.** (4-0)

**Chief Water & Sewer Operators Report:**

- A copy of the Operator's Report was provided to the Commission prior to the meeting and at the meeting. Lunnie asked to hear from Jon before the report was approved. Jon stated there was nothing to go over that wasn't already a separate agenda item.
- **Motion made by Robert Lefebvre to approve the Chief Water & Sewer Operators report for March 2018 as submitted.** So voted. **Motion passed unanimously.** (4-0)

**Water & Sewer Orders:**

- Orders were provided to the Commission for review.
- **Motion made by Robert Lefebvre to approve the orders dated April 11, 2018 as written.** So voted. **Motion passed unanimously.** (4-0)

**Water Permit - ELI:**

- No discussion on the permit submitted from Enhanced Living, Inc.
- **Motion made by Robert Lefebvre to approve the water connection permit submitted by Enhanced Living Inc., as submitted.** So voted. **Motion passed unanimously.** (4-0)

**New Computer - WWTF:**

- All-Access informed the water/sewer department that they needed to purchase a new computer for the WWTF in 2018, the quote that was provided to the commission by all-access via the Selectboard Administrative Assistant appears to be the same type of computer that was used to replace the 2 computers in the water office in 2017.
- **Motion made by Daniel A. Perry III to approve the purchase of new computer for the WWTF.** So voted. **Motion passed unanimously.** (4-0)

**New Pump - ARC:**

- Discussion regarding replacing the pump at the ARC pump station. There are 2 pumps in this station. We have replaced one of these pumps, last year in 2017, we need to replace the other one this year in 2018. Leonard Dobbins asked if this was in the budget, Jon replied that he anticipated this failure and budgeted for this pump to be replaced in 2018.
- **Motion made by Lunnie Lang to approve the purchase of a new pump for the ARC pumping station.** So voted. **Motion passed unanimously.** (4-0)

**ISO Report:**

- Just as an FYI for the Commission, a copy of this report was provided to the Commission via email and at the meeting. Daniel A. Perry III stated that Ted Unkles did not know what the report was about, as a result Daniel A. Perry III sent him an email explaining that everything was "all good".

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**Credit Card Acceptance:**

- Leonard Dobbins asked if we will need to raise our rates to cover the cost of this. Jon explained that there is only a one-time fee of \$85 for us to purchase the credit card reading machine, but the fees, based upon the amount of the bill that the customer pays, will be assessed directly to the customer. Daniel A. Perry III stated that the machine will be able to tell exactly what the cost to the customer is prior to the customer being charged.
- **Motion made by Daniel A. Perry III to approve the acceptance of credit cards as submitted by the Selectboard Administrative Assistant.** So voted. **Motion passed unanimously.** (4-0)

**Additions to Agenda:**

- Leonard stated that we needed to find a replacement for Mr. Larry Drew. Leonard stated that there are a couple of candidates that are interested. Those interested are Robert W. Nutting, Jeremy Whitney and Larry Russ. Leonard asked if we have received a letter from Larry Drew stated that he has resigned, Bridget let the commission know that nothing formal has been received. The commission decided that they will wait until they have the official letter from Larry Drew stating that he has retired/resigned.
- Daniel A. Perry III asked how the new sewer operator is working out. Jon stated that Mr. Tessier is working out great.

**Motion made by Leonard Dobbins to adjourn at 6:17 p.m.**

Meeting adjourned at p.m.

Respectfully submitted:

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