

**Brandon Board of Sewer Commissioners  
March 11, 2013**

**NOTE: These are unapproved minutes, subject to amendment and/or approval at the subsequent board meeting.**

**In Attendance:** Dave Atherton, Richard Baker, Ethan Swift, Blaine Cliver

**Also In Attendance:** Keith Arlund, Chris Brickell, Bernie Carr

The meeting was called to order at 7:49PM by Vice-Chair, Ethan Swift

*a) Agenda Adoption – Motion* by Dave Atherton/Richard Baker to adopt the agenda as presented. **The motion passed unanimously – 3 to zero.**

## **2. Consent Agenda**

*a) Approval of Minutes – February 25, 2013 - Minutes of the Board of Sewer Commissioners Meeting*

**Motion** by Dave Atherton/Richard Baker to approve the Board of Sewer Commissioners minutes of February 25, 2013. **The motion passed unanimously – 3 to zero.**

## **3. Fiscal**

*a) Consider Sewer Rate*

Ethan Swift stated a billing calculation report had been provided that included a description of the number accounts and current rate. Richard Baker asked if the bills will be due in 30 days and Anna Scheck confirmed the first billing would be due in 30 days and the second billing would be due the end of June. Mr. Baker stated the rate is assuming the people that already owe \$259,000.00 will pay that amount. The sewer delinquencies have been a problem and the revenues from the billing are not necessarily the amount that will be collected right away. Anna Scheck advised the Town is trying to set up payment plans for some people; however, there is an issue with the mobile home billings. There is a sum of money that will not be able to be collected and will eventually be written off. Ms. Scheck stated the billings should be issued soon and suggested maintaining the current rates for this billing and reconsider the rate on the second billing. Keith Arlund stated the delinquencies will have to be dealt with in a tax sale process. Keith Arlund stated the mobile homes are billed individually; however, there is a problem when the mobile homes are moved without paying the bills prior to leaving. Ethan Swift stated part of the difficulty is that some of the homes are being rented and some are owned; and it is difficult to keep track of who is in a given mobile home. Dave Atherton stated many parks in other areas are billing the park owner. Keith Arlund will follow up with Jim Carroll on this issue. Anna Scheck stated the Town and Fire District work together; however, they are separate entities. In a multi-unit house, there is a base fee per unit, plus the usage. Dave Atherton will obtain additional information from other towns on how successful they have been in billing for mobile home

parks. Keith Arlund stated when the Fire District changed their regulations, they settled with the mobile home owners, however, the Prudential Board is now running into the same issues as before. Richard Baker stated a good portion of the \$259,000.00 delinquencies are the mobile home parks. Bernie Carr questioned how the Sewer Department is run. It is handled as an enterprise fund and the delinquencies are what set the Department back. There are not a lot of build-out capacities to support the addition of the aging infrastructure and the chemical costs have also increased significantly. There are 26 miles of pipes in the ground that were installed in the 1960's. It was noted that compared to other towns, Brandon's rates are very low. Ethan Swift stated there needs to be a long-term plan to improve the process. Anna Scheck advised the sewer anticipation will be due in another month. The sewer board was in agreement to maintain the billing rate at \$65.00 per unit and \$9.00 per thousand.

#### **4. Old/Other Business**

There was no discussion held.

#### **5. Possible Executive Session**

There was no executive session held.

#### **6. Adjournment**

**Motion** by Richard Baker/Blaine Cliver to adjourn the Board of Sewer Commissioners meeting at 8:06PM. **The motion passed unanimously - 3 to zero.**

Respectfully submitted,

Charlene Bryant  
Recording Secretary