

**Brandon Board of Sewer Commissioners Meeting**  
**January 12, 2015**  
**7:00 p.m.**

The Brandon Board of Sewer Commissioners will meet Monday, January 12, 2015 immediately following the Select Board Meeting at 7:00 p.m. at the Brandon Town Hall located at 1 Conant Square expecting to consider the items noted on this agenda. Agendas shall be posted on the community bulletin board in the front window of the Town Office at 49 Center Street, on the community bulletin board located between Dave's Grocery and the Forest Dale Post Office and the bulletin board at Lake Sunapee Bank. The Select Board reserves the right to add additional items, if necessary, at the beginning of the meeting.

- 1) Call to Order
  - a) Agenda Adoption
- 2) Consent Agenda
  - a) Sewer Commissioners Minutes – November 24, 2014
- 3) Truck Bid Award
- 4) Adjournment

**Brandon Board of Sewer Commissioners  
November 24, 2014**

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

**In Attendance:** Devon Fuller, Ethan Swift, Dave Atherton, Maria Ammatuna, Doug Bailey

**Also in Attendance:** Robin Bennett, Wayne Rausenberger, Kathy Rausenberger, Jeff Stewart, Richard Baker, Chris Brickell, Delores Furnari, Arlen Bloodworth, Dick Kirby, Erin Mansfield, Lee Kahrs, Judi Bunde

The meeting was called to order at 7:00PM by Chair – Maria Ammatuna.

**1. Call to Order**

**a) Agenda Adoption – Motion** by Dave Atherton/Ethan Swift to adopt the agenda as presented. **The motion passed unanimously – 4 to zero.**

**2. Consent Agenda**

**a. Sewer Commissioners Minutes – July 15, 2014**

**Motion** by Ethan Swift/Devon Fuller to approve the Sewer Commissioners' minutes of July 15, 2014. **The motion passed unanimously – 4 to zero.**

**3. Pollution Control Project Amendment**

The Board was provided information on an amendment to the Pollution Control Project from the Agency of Natural Resources in accordance with VSA 4454 for additional funds. Ms. Ammatuna noted this is in compliance with Act 250 and has not been changed from the previous submittal and an engineering report was attached. The scope of service is for one additional night of gauging and the infiltration data will be tabulated and the information will be used to prioritize areas.

**Motion** by Devon Fuller/Dave Atherton to approve the Pollution Control Project amendment for purposes of discussion, with a friendly amendment made to allow the Town Manager to sign on behalf of the Town.

Ethan Swift stated this is related to providing an assessment of where additional infiltration is getting into the services. Section B indicates the data will be summarized and used for prioritizing additional investigation. Mr. Swift asked if there is going to be design engineering received or if this is used for just the additional night of sewer flow gauging. Robin Bennett stated this is for the

additional night gauging to know where the bigger offenders are. Mr. Fuller asked if the Town has this data for other sections and Ms. Bennett stated they needed more study of a particular area. The work has been done but they did not realize the cost would exceed what was taken out at that time. Mr. Swift asked if this was a recommendation of A&E and Ms. Bennett stated there was a study completed a year ago and as a result it was determined to do further study in this area. Mr. Fuller asked if this is a new area or an old area that they already looked at. Ms. Bennett noted this work was completed in April 2014 and there was an oversight that the paperwork did not get processed at that time.

**The motion passed unanimously – 4 to zero.**

**Motion** by Devon Fuller/Dave Atherton to approve the Town of Brandon Resolution for the scope of study.

Dave Atherton noted the scope of study is vague for work that was already done. Devon Fuller stated this has been a major issue to determine where the worst sections are to know where work is required and it would be nice to have more of a summary. Ethan Swift stated the Town has incurred the expense but it has not received an invoice that specifies the actual work. The resolution speaks to the project completion and the application for the sewer system evaluation study but does not obligate for the work that was performed. Mr. Fuller stated since the work has been done, additional information should be received.

**The motion passed with one no vote.**

#### **4. Adjournment**

**Motion** by Ethan Swift/Devon Fuller to adjourn the Board of Sewer Commissioners' meeting at 7:21PM. **The motion passed unanimously - 4 to zero.**

Respectfully submitted,

Charlene Bryant  
Recording Secretary

MEMO

To: Robin Bennett  
From: Peter L. O'Grady  
Date: 12/17/14  
Subject: Truck Bid (wwwp)

We sent out 3 bids for the replacement of the 2000 Trucks at Waste Water.

The bidders where.	Bid Price	
Foster Motor	46,196.00	Dodge
JC Stewart Sons	46,293.00	Ford
G. Stone Motors Inc.	46,502.90	Ford

We reviewed all the bids, and determined that Foster Motors bid met all our spec. and it was also the low bid. So we recommending that the board authorizes the purchase of this truck

Thank you  
Peter L. O'Grady

Peter L. O'Grady - Public Works Director  
Town of Brandon  
Brandon VT. 05733  
802-247-3635 x 211  
Cell: 802-236-4925  
pogrady@townofbrandon.com

**TOWN OF BRANDON, VERMONT**

**BID REQUEST FOR**

**A NEW 18,000 # GVWR CAB & CHASSIS**

**9:00 a.m.**

**Monday**

**December 15, 2014**

November 24, 2014

**The Town of  
BRANDON VERMONT**  
49 Center Street  
Brandon, VT 05733  
(802) 247-3635

INVITATION TO BID

Sealed Bids for A NEW 18,000# GVWR CAB & CHASSIS will be received at the Brandon Town Office, temporarily located at 2417 Franklin Street, Brandon, VT 05733 until 9:00 a.m. on Monday, December 15, 2014 and will be publicly opened and read aloud soon thereafter by the Interim Public Works Director or his designee.

Specifications for Bidders dated November 24, 2014, Bid Forms may be obtained without charge at the temporary Town Office located at 2417 Franklin Street, Brandon, VT 05733

***THE TOWN OF BRANDON, VERMONT RESERVES THE RIGHT TO WAIVE ANY INFORMALITIES IN, OR REJECT ANY AND ALL BIDS, OR TO ACCEPT ANY BID DEEMED TO BE IN THE BEST INTEREST OF THE TOWN.***

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Peter O'Grady, Interim Public Works Director

**The Town of  
BRANDON VERMONT**  
49 Center Street  
Brandon, VT 05733  
(802) 247-3635

**SPECIFICATIONS  
FOR A NEW 18,000# GVWR TRUCK & CHASSIS**

BIDDING REQUIREMENTS AND INFORMATION

1. The Town of Brandon is exempt from the Vermont State Sales Tax.
2. If available, the Town of Brandon is entitled to receive the **Vermont State Bid price.**
3. Nothing in the bid documents is intended to prohibit a prospective bidder from bidding on an "equal to or better than" basis.
4. All prices quoted shall include a shop manual and be the delivered price to Brandon, Vermont.
5. All equipment bid must meet or exceed minimum specifications and conform to all Local, State and Federal requirements.
6. Equipment bid must be the newest model and meet Manufacturers Standards and Design.
7. Prompt delivery is essential, and all bids must indicate a proposed delivery date.
8. All proposals shall be signed and include a detailed, itemized listing of all equipment and components (standard or optional), by manufacturer, size, model, ratings and/or capacities.
9. **All proposals shall include the removal of the contractor body and installation on new cab and chassis.**
10. All proposals shall be submitted on the attached BID FORM.
11. All contractors submitting bids shall hold their bid price (quotation) for 30 days.
12. Bids offered, which do not meet the requirements will not be considered.

**The Town of  
BRANDON VERMONT**  
49 Center Street  
Brandon, VT 05733  
(802) 247-3635

BIDDING REQUIREMENTS AND INFORMATION (continued)

13. THE TOWN OF BRANDON, VERMONT RESERVES THE RIGHT TO WAIVE ANY INFORMALITIES IN, OR REJECT ANY AND ALL BIDS, OR TO ACCEPT ANY BID DEEMED TO BE IN THE BEST INTEREST OF THE TOWN.
14. Questions concerning specifications for this bid should be referred to:  
Stephen J. Cijka                      Phone: (802) 247-6730  
Chief Operator                      E-mail: [wwtp@townofbrandon.com](mailto:wwtp@townofbrandon.com)  
Brandon WPCP
15. YOUR BID ENVELOPE MUST BE SEALED AND THE OUTSIDE CLEARLY LABELED WITH THE WORDS "BID – 18,000# TRUCK CAB & CHASSIS".
16. Please address your SEALED BID to: Peter O'Grady, Interim Public Works Director. Mail your bid to: Town of Brandon, 49 Center Street, Brandon, Vermont 05733 or deliver it to the temporary Town Office located at 2417 Franklin Street in Brandon, Vermont.



**The Town of  
BRANDON VERMONT**  
49 Center Street  
Brandon, VT 05733  
(802) 247-3635

**ADDITIONAL SPECIFICATIONS  
FOR A NEW 18,000# GVWR TRUCK & CHASSIS**

Model	- Newest 4 x 4
Wheelbase	- 140.8"
Engine	- 6.7 L Diesel - 235 HP
Transmission	- 4 Speed Automatic
Rear Gear Ratio	- 4.88 with Limited Slip Differential
Tire Size	- 19.5"
Brake System	- 4-Wheel Disc.
Fuel Tank	- 38 Gal – Rear
Electrical System	- 12 Volt - Dual Alternator 115 Amp. - Lights L.L. Halogen - Radio AM-FM with Blue Tooth
Extra	- Cab & Body Strobe LED - Set up w/Frame MTD Hitch Tow Package with Lighting - Radio Wiring
Cab	- Clearance Lights - Tinted Glass - Wiper Intermittent - Washer - Gauge Pkg. - Bench Seat
Miscellaneous	- 2 Sets of Mud Flaps - Backup Alarm
Warrantee	- 5 Year Extended Warrantee

The Town of  
BRANDON VERMONT  
49 Center Street  
Brandon, VT 05733  
(802) 247-3635

**BID FORM  
FOR A NEW 18,000# GVWR TRUCK & CHASSIS**

Lump Sum Price  
(Including Extended Warrantee): \$ \_\_\_\_\_

*The bidder's attention is directed to the fact that all applicable State Laws, Municipal Ordinances and Rules and Regulations of all authorities having jurisdiction over the project shall apply to the Contract throughout, and they will be included in the Contract the same as though herein written out in full.*

**THE TOWN OF BRANDON, VERMONT RESERVES THE RIGHT TO WAIVE ANY INFORMALITIES IN, OR REJECT ANY AND ALL BIDS, OR TO ACCEPT ANY BID DEEMED TO BE IN THE BEST INTEREST OF THE TOWN.**

_____ NAME	_____ DATE
_____ COMPANY	
_____ ADDRESS	
_____ ADDRESS	