

Brandon Board of Sewer Commissioners Meeting
June 22, 2015
7:00 p.m.

The Brandon Board of Sewer Commissioners will meet Monday, June 22, 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 located 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 – June 8, 2015

- 3) Consider FY 15/16 Budget

- 4) Adjournment

**Brandon Board of Sewer Commissioners
June 8, 2015**

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

In Attendance: Doug Bailey, Seth Hopkins, Tracy Wyman, Devon Fuller

Also in Attendance: Dave Atherton, Kathy Rausenberger, Wayne Rausenberger, Richard Baker, Anthony Paduto, Steve Bisette, Lee Kahrs, Arlen Bloodworth, Richard Kirby, Chris Brickell, Steve Cjika, Debbie Boyce, Janet Coolidge

1. Call to Order

The meeting was called to order at 8:51PM by Chair – Doug Bailey.

a) Agenda Adoption – Motion by Seth Hopkins/Devon Fuller to adopt the agenda as presented. **The motion passed unanimously – 3 to zero.**

2. Consent Agenda

a. Sewer Commissioners Minutes – April 13, 2015

Motion by Seth Hopkins/Devon Fuller to approve the Sewer Commissioners' minutes of April 13, 2015. **The motion passed unanimously – 3 to zero.**

3. Consider Purchase Orders

- a) P.O. 44324 to City of Rutland DPW for Processing of Sludge - \$49,140.00**
- b) P.O. 44325 to Casella Waste Management, Inc. for Trucking of Sludge - \$54,756.00**
- c) P.O. 44326 to Holland Company, Inc. for sodium aluminate - \$15,000.00**
- d) P.O. 44327 to Holland Company, Inc. for sodium bisulfite- \$18,000.00**
- e) P.O. 44328 to Allen Chemical for sodium hypochlorite - \$17,000.00**

Motion by Devon Fuller/Seth Hopkins to approve P.O. 44324 for \$49,140.00 to the City of Rutland DPW for processing of sludge, P.O. 44325 for \$54,756.00 to Casella Waste Management, Inc. for trucking of sludge, P.O. 44326 for \$15,000.00 to Holland Company, Inc. for sodium aluminate, P.O. 44327 for \$18,000.00 to Holland Company, Inc. for sodium bisulfite and P.O. 44328 for \$17,000.00 to Allen Chemical for sodium hypochlorite. **The motion passed unanimously – 4 to zero.**

Dave Atherton reported all items were put out to bid. Seth Hopkins questioned whether the sludge processing is historically done through the City of Rutland. Steve Cijka reported the other vendors did not send a reply. He noted that Glens Falls and Burlington would be a higher cost due to the trucking costs.

4. Adjournment

Motion by Seth Hopkins/Devon Fuller to adjourn the Board of Sewer Commissioners' meeting at 8:54PM. **The motion passed unanimously - 3 to zero.**

Respectfully submitted,

Charlene Bryant
Recording Secretary

**Town of Brandon
Proposed Budget
FY 14-15
Waste Water**

	FY 11-12	Actual FY 11-12	FY 12-13	Actual FY 12-13	Proposed FY 13-14	Actual FY 13-14	Proposed FY 14-15	Actual FY 14-15 as of 6/17/15	Proposed FY 15-16
Revenue:									
Fees	500,000	384,824	500,000	398,078	566,175	450,365	653,540	176,100	650,000
Base Fee	0	142,558	0	163,060	176,100	174,412	176,100	176,100	176,100
Misc. Revenue	36,868	1,446	36,868	642	0	10,000	500	250	500
Permits	500	531	500	269	200	350	500	250	500
Interest	5,000	21,233	5,000	24,959	25,000	32,142	25,000	24,922	20,000
FEMA Reimbursement						954			
Total Revenue:	542,368	550,592	542,368	587,008	767,475	668,224	855,640	201,522	847,100
Expenses:									
Personnel & Benefits									
Salaries & Wages	99,500	97,179	99,603	90,317	107,585	104,696	109,175	97,126	105,896
FICA	7,611	6,931	7,619	6,910	8,230	6,439	8,350	6,169	6,566
Medicare						1,506		1,443	1,535
Health Insurance	42,555	25,478	42,555	26,215	39,305	33,182	41,270	43,473	43,673
Health Deductable	7,200	7,594	7,200	6,488	0	164	0		0
Dental Insurance	3,200	3,085	3,100	2,828	3,055	3,055	3,360	3,249	3,024
Life & Disability	1,995	1,707	900	1,891	1,940	1,923	2,155	1,711	1,657
VMER	6,468	6,073	6,474	5,791	6,090	6,703	6,195	6,324	6,883
Total:	168,529	148,047	167,451	140,440	166,205	157,668	170,505	159,495	169,234
Travel & Expenses	300	558	600	145	500	398	500	162	250
Personnel Recruitment	0	122	0	0	0	-	0		0
Clothing Allowance	1,500	891	1,500	1,183	1,300	1,338	1,300	910	1,200
Dues & Subscriptions	500	345	500	381	400	254	400	440	450
Professional Developm.	600	330	600	306	350	108	350	150	300
Engineering	0	0	0	0	10,000	-	10,000		0
Professional Services	800	390	800	868	800	-	800	770	800
Contractors	3,500	6,838	3,500	3,730	10,000	15,605	10,000	6,786	8,500
Equipment Rental	1,000	3,416	1,000	0	2,000	1,520	2,000		2,000

**Town of Brandon
Proposed Budget
FY 14-15
Waste Water**

	Actual		Actual		Proposed	Actual	Proposed	Actual FY	Proposed
	FY 11-12	FY 11-12	FY 12-13	FY 12-13	FY 13-14	FY 13-14	FY 14-15	14-15 as of	FY 15-16
Licenses & Fees	2,500	2,130	2,500	2,289	2,400	1,263	2,400	1,578	2,000
Legal Services	500	0	500	1,523	5,000	-	5,000	8,500	2,500
Audit	7,000	5,000	7,000	7,000	7,695	7,694	8,500	2,948	4,500
Testing	5,000	2,464	5,000	2,395	4,000	4,468	4,000	276	4,000
Office Supplies	500	320	500	709	500	1,545	500	2,714	500
Lab Supplies	1,500	1,537	1,500	1,517	1,500	1,402	1,500	1,231	2,750
Postage	450	407	450	850	600	411	600	2,821	1,200
Office Equipment	500	0	500	661	0	-	0	974	0
Tools	500	1,167	1,000	1,085	1,000	606	1,000	2,064	3,000
Safety Equipment	500	608	500	2,285	700	1,040	700	4,468	700
Vehicle Maintenance									
Fuel	4,000	2,433	3,000	2,481	3,300	3,525	3,300	2,064	2,800
Repairs/Maintenance	5,100	8,663	5,100	4,421	4,000	3,257	4,000	4,468	5,000
Utilities									
Telephone	1,800	2,302	2,000	1,700	2,000	2,023	2,000	1,936	2,000
Heating Fuel	10,000	7,691	10,000	11,388	10,000	8,128	10,000	8,611	10,000
Electric	58,000	69,774	59,000	65,148	70,000	74,123	70,000	51,226	60,000
Water								6,141	6,300
Janitorial Supplies	1,500	38	1,000	1,292	1,000	844	1,000	2,739	5,000
Building Maintenance	2,500	2,911	2,500	8,204	5,000	7,352	5,000	3,639	10,000
Plant/Collections Maint	2,500	3,959	2,500	2,594	4,000	18,149	4,000	12,854	12,000
Sludge Disposal	75,000	84,967	75,000	70,047	78,000	78,345	78,000	63,135	49,140
Trucking									18,252
Chemicals									
Sodium Hypochlorit	12,000	11,743	13,000	10,607	12,000	9,802	12,000	11,789	17,200
Sodium Meta Bisulf	11,000	11,294	13,000	11,291	14,000	12,982	14,000	13,030	18,000
Other	19,000	13,341	20,000	11,508	13,000	17,122	13,000	11,828	15,000
Pump Rebuild	3,000	0	0	0	0	-	0		0
Pump Stations	8,500	6,317	8,500	11,810	8,500	15,334	8,500	10,192	15,000

Town of Brandon
Proposed Budget
FY 14-15
Waste Water

Waste Water

	Actual		Actual FY 12-13	Proposed FY 13-14	Actual FY 13-14	Proposed FY 14-15	Actual FY 14-15 as of 6/17/15	Proposed FY 15-16
	FY 11-12	FY 11-12						
Collection System Repa	29,500	19,917	29,500	40,000	10,500	80,000	45,922	55,000
Aeration System	3,500	233	3,500	500	10	500	2,075	2,000
Debt Service	89,211	83,875	78,897		20,422		884	
GOB 225067-9				5,500		5,325		
RF 005				52,235		0		0
WW Improvement				12,560		12,560		0
Lake Sunapee LOC				61,000		61,200		0
VTBB-Series 4-P				31,250		30,995	17,042	14,459
VTBB-Series 4-i							1,750	16,524
VTBB-Series 5-P				4,660		4,600		3,175
VTBB-Series 5-i								1,477
NEW LOC				0		81,600		0
Insurance								
Property & Casualty	23,164	11,539	11,193	18,515	23,392	19,910	21,966	23,000
Workers Comp	3,831	3,831	3,831	4,880		4,445	3,806	4,200
Unemployment	1,200	1,298	1,148	525		550	525	550
Deductable	0	1,200	0	1,000	523	1,000	-	1,000
Capital/New Equipment	12,500	4,277	0	0	-	0	-	0
Depreciation	0	88,227	0	88,100	88,100	88,100	66,075	88,100
Administrative Services	7,000	7,000	7,000	7,000	7,000	20,000	18,333	30,000
Storm 2011 Repair					713			
Capital Improvement Pla	0	0	0	0	-	47,500	46,196	0
CARRY OVER TO NEXT YEAR						50,000		
Total Expenses:	579,485	621,400	545,070	767,475	596,966	953,140	617,981	689,060
Difference:	-37,117	-70,808	-2,702	0	71,258	-97,500	-416,459	158,040