

Brandon Board of Sewer Commissioners Meeting
November 12, 2018
7:00 p.m.

The Brandon Board of Sewer Commissioners will meet Monday, November 12, 2018 in conjunction with 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 at the Town Office at 49 Center Street and on the community bulletin board located between Dave's Grocery and the Forest Dale Post Office. 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) Approval of Minutes
 - a) Sewer Commissioners Minutes – July 23, 2018
- 3) Approve Loan Application for on-going Park Street Project
- 4) Adjournment

Brandon Board of Sewer Commissioners Meeting
July 23, 2018

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

In Attendance: Seth Hopkins, Doug Bailey, Brian Coolidge, Tracy Wyman

Others In Attendance: Dave Atherton, Steve Bissette, Bernie Carr, Arlen Bloodworth, Jeff Stewart, Ray Counter, Mike Frankiewicz, Dick Kirby, Mickeen Hogan

1. Call to Order

The meeting was called to order at 6:57PM by Seth Hopkins - Chair.

a. Agenda Adoption

Motion by Doug Bailey/Tracy Wyman to adopt the agenda as presented. **The motion passed unanimously.**

2. Consent Agenda

a) Minutes of Board of Sewer Commissioners of June 25, 2018

Motion by Doug Bailey/Tracy Wyman to approve the minutes of the June 25, 2018 Board of Sewer Commissioners meeting. **The motion passed unanimously.**

3. Approve State Revolving Clean Water Fund Loan Agreement

Dave Atherton advised this loan agreement is for the wastewater treatment plant. After the break, the State had indicated the Town had to do updates to the plant. Seth Hopkins noted in the first year the principal is due, which the State forgives half of it and the Town begins paying after five years. Doug Bailey asked if this is the total cost for the updates. Mr. Atherton advised this is the cost of what the State is requesting the Town do at this time.

Motion by Brian Coolidge/Tracy Wyman to approve the State Revolving Clean Water Fund loan agreement RF1-223-1.0 for an amount not to exceed \$29,500.00. **The motion passed unanimously.**

Mr. Atherton updated the Select Board on a meeting held with the Fire District prior to this meeting. The Town is looking into using NEMRC to do sewer billing. It had been suggested to talk with the Fire District about the possibility of merging the sewer and water billings, as the sewer billings are based on the water district information. NEMRC has come up with a price to do the billing to merge the two together. The Fire District Board would like to move forward with this billing process. The fee for start-up of the process with the system is about \$11,000.00

that would be split between the two entities. Subsequent years would be about \$6,000.00 that would be split between the two departments. The only thing the town office would be doing is accepting and separating the payments. The system is more or less already in place and the Town has had good success with NEMRC for the payroll. The cost would need to be added to the budget. Mr. Atherton wanted to keep the Board abreast of what is happening. There will be bugs to work out, but in the end, it will be more efficient and will save the taxpayers money. It is being considered to do two 6-month payments per year. Currently the sewer bills and water bills are staggered and this would need to be something to consider.

4. Adjournment

Motion by Brian Coolidge/Tracy Wyman to adjourn the Board of Sewer Commissioners' meeting at 7:04PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary