

Brandon Board of Sewer Commissioners Meeting
May 25, 2020
7:00 p.m.

The Brandon Board of Sewer Commissioners will meet Monday, May 25, 2020 in conjunction with the Select Board Meeting to begin 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 at 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 (joint meeting with BFD #1) – May 11, 2020
- 3) Discuss Joint Billing
- 4) Adjournment

**Brandon Board of Sewer Commissioners Meeting
Joint Meeting with the
Prudential Board of Brandon Fire District #1
May 11, 2020**

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

In Attendance: Seth Hopkins, Brian Coolidge, Tracy Wyman, Tim Guiles

Others In Attendance: Dave Atherton, Brent Buehler, Barry Varian, Mike Markowski, Butch Shaw, Lee Kahrs, Margaret Kahrs, Stephanie Jerome, Del Cook, Bernie Carr, Bill Moore, Chris Brickell, Jeff Stewart, Nancy Leary, Linda Stewart, Peter Smith, Ray Counter

1. Call to Order

The meeting was called to order at 7:59PM by Seth Hopkins – Chair.

a. Agenda Adoption

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

2. Consent Agenda

a) Minutes of Board of Sewer Commissioners of February 10, 2020

Motion by Tracy Wyman/Brian Coolidge to approve the minutes of the February 10, 2020 Board of Sewer Commissioners meeting. **The motion passed unanimously.**

Motion by Tracy Wyman/Brian Coolidge to find that premature general public knowledge of the pending contract with Brandon Fire District No. 1 will clearly place the Town at a substantial disadvantage. **The motion passed unanimously.**

Tim Guiles questioned if the information needed to be discussed during executive session as there is some information that the public may be interested in hearing. Dave Atherton advised there are some items that could be covered are sensitive and could place both the Town and the Fire District at a substantial disadvantage. Mr. Atherton noted there could be potential litigation and suggested the subject be discussed during executive session and after exiting the session, a statement could be made to the public.

Motion by Tracy Wyman/Brian Coolidge to enter into executive session at 8:03PM to discuss the Town's pending contract with Brandon Fire District No. 1 under the provisions of Title 1, Section 313(a)(1) of the Vermont Statutes with the session to include the Town Manager,

members of the Prudential Board and the Water Superintendent. **The motion passed unanimously.**

3. Executive Session

Motion by Brian Coolidge/Tim Guiles to come out of executive session at 8:53PM. **The motion passed unanimously.**

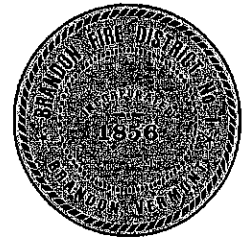
“The Prudential Board of Brandon Fire District No. 1 and the Select Board of the Town of Brandon have been made aware that a number of water meters have been found to not be functioning properly. Brandon Fire District No. 1 with the support of the Town of Brandon is developing a plan to address the issue. The Fire District will advise the Select Board further at its June 8th meeting.”

4. Adjournment

Motion by Brian Coolidge/Tracy Wyman to adjourn the Board of Sewer Commissioners’ meeting at 8:54PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary



May 18, 2020

Dear Sewer and/or Water Customer,

The Town of Brandon (sewer) and the Brandon Fire District #1 (water) have collaborated to bring you a new combined bill!

This is something we have been working toward for a couple of years. The pandemic down-time provided an opportunity to put the pieces together to make this finally happen. This is a big change, and there will be an adjustment period, but we think it will work better for you as water/sewer consumers, to have all the information on your accounts in one place at the Town Offices, and to pay both in a single payment.

You will receive two bills, the one enclosed, and the next scheduled to be sent in mid-August, which will transition us to the new billing cycles. The enclosed bill covers the period of August 2019 – January 2020. The next bill scheduled to go out in August, will cover the period February 2020 – June 2020. After this adjustment period, meters will be read quarterly, and bills will be sent on the following schedule:

Jul – Sept – Billed in October, Due 12/15
Oct – Dec – Billed in January, Due 3/15
Jan – Mar – Billed in April, Due 6/15
Apr – Jun – Billed in July, Due 9/15

We understand that this is a big change, but feel that we can provide better customer service under this new combined billing cycle.

We will be able to offer several payment options as well. Payments can be made by check at the town offices (when we reopen) or drop boxes, by Credit/Debit Card/E-check through our online payment system, or by ACH using the form attached.

David J. Atherton
Brandon Town Manager

Raymond Counter
Brandon Fire District No. 1