

**Brandon Board of Sewer Commissioners Meeting  
June 13, 2022**

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

**Board Members In Attendance:** Seth Hopkins, Brian Coolidge, Tim Guiles, Tracy Wyman, Mike Markowski

**Others in Attendance:** Dave Atherton, Neil Silins, Steve Cijka, Judy Bunde, Jack Schneider, Kevin Cornet, David Roberts, Sophia Cornet, Jeff Stewart, Jim Emerson, Marielle Blais, Jason Booth, Aaron Boynton, Addison Boynton

**Other In Attendance Via Zoom:** Richard Jamros, Mathew Clouser, Keith Whitcomb

**1. Call to Order**

The meeting was called to order at 7:02PM by Seth Hopkins – Chair.

***a. Agenda Adoption***

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

Move Item 6 – Consider Purchase Orders to follow Item 2 – Approval of Minutes.

**2. Approval of Minutes**

***a) Approve Minutes of Board of Sewer Commissioners Meeting  
- November 22, 2021***

**Motion** by Tracy Wyman/Brian Coolidge to approve the minutes of the November 22, 2021 meeting. **The motion passed unanimously.**

**6. Consider Purchase Orders**

- a) P.O. 44829 to Holland Company for Sodium Aluminate - \$36,960***
- b) P.O. 44830 to Holland Company for Sodium Bisulfite - \$25,200***
- c) P.O. 44831 to Allen Engineering for Sodium Hypochlorite - \$24,515***
- d) P.O. 44832 to the City of Rutland WWTF for Processing of Sludge - \$75,600***
- e) P.O. 44834 to Endyne for Laboratory Testing - \$17,630***

Steve Cijka reported the price of the chemicals has gone up because of the price of fuel and will be \$49,000 more this year than last year.

**Motion** by Tracy Wyman/Tim Guiles to approve the purchase orders (a) through (e) as noted above as submitted by the Chief Operator of the WWTP. **The motion passed unanimously.**

The Board appreciated the research in getting the best pricing and the information on the chemicals that Mr. Cijka provided to the Board.

The Board of Sewer Commissioners recessed at 7:04PM to continue when Aldrich and Elliott engineer joined the meeting to discuss the remaining agenda items.

The Board of Sewer Commissioners reconvened at 7:55PM.

### **3. Wastewater Treatment Plant Funding Discussion**

Jason Booth of Aldrich & Elliott reported the bids for the WWTP project was \$1 million over expected. In discussions with the USDA and Rural Development, they advised they don't have any additional grant money available but would loan more. In discussion with the State regarding the Clean Water Loan that funded the design of the project, they were advised the project was on the priority list, which is how grant funding is determined. Since the project is already on the priority list, it has been obligated \$570,000 in pollution control grant funding. Mr. Booth noted part of the application before the Select Board is to remain on the priority list as a continuing project to obtain the grant funding, with the grant being 10% of the total project cost. The funding list that the Town is on has \$5.7 million and with the cost going up to \$6.7 million, the PC grant obligation will increase, but the remaining obligation will be in a different funding cycle. Currently, the Town has a \$570,000 grant. Additionally, the State has received \$10 million in ARPA funds with \$5 million for wastewater and \$5 million for water. The State has not developed the program yet but will be obligating it between September and December. For additional ARPA funding, the Town can also request additional loan money through the Clean Water Fund to be in the queue to show the Town has a balance of \$540,000. The Town would go on a list that would indicate it is eligible to receive this and the PC grant money. Once the ARPA funding is allocated, that funding could be used rather than the loan, but the Town does need to submit the loan until the ARPA money is available. Mr. Hopkins questioned if the bond amount of \$5.7 million and the additional funding to be applied for would be what is needed for the project and Mr. Booth confirmed it would be. Mr. Booth advised that the USDA funding would remain the same for both the grant and loan. There would be a Clean Water SRF loan with the caveat that the \$557,000 SRF loan would be turned into ARPA funding. The risk is if the State spends the money elsewhere that would leave a \$557,000 SRF loan. There was a question concerning the \$75,000 bond resolution. Mr. Booth advised this is a Board resolution and the State is recommending it. He noted there could be a change with the Clean Water SRF by \$75,000. This resolution would need to be prepared by bond council and the State will need this document, but it was not ready for this evening's meeting. Mr. Hopkins thanked Mr. Booth for providing the information for this discussion.

### **4. Consider WWTF Upgrade Step III Clean Water Loan**

**Motion** by Tracy Wyman/Mike Markowski to proceed with the State Revolving Loan for Water Infrastructure through the Clean Water Loan Fund. **The motion passed unanimously.**

**5. Conditional approval to award the Brandon WWTF project to Naylor & Breen and concurrence with the Bid Analysis and Recommendation for Award. Contingent upon approval from USDA and the State of Vermont Water Investment Division**

**Motion** by Tracy Wyman/Mike Markowski to conditionally approve the award of the Brandon WWTF project to Naylor & Breen and concurrence with the Bid Analysis and Recommendation for Award, contingent upon approval from the USDA and the State of Vermont Water Investment Division. **The motion passed unanimously.**

**7. Adjournment**

**Motion** by Brian Coolidge/Tim Guiles to adjourn the Board of Sewer Commissioners meeting at 8:07PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant  
Recording Secretary