

Brandon Board of Sewer Commissioners
October 28, 2024
7:00 p.m.

The Brandon Board of Sewer Commissioners will meet Monday, October 28, 2024 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.

| | |
|-----------------|---|
| Zoom Meeting ID | 253 279 4161 |
| Zoom Link | https://zoom.us/j/2532794161 |
| Dial-in only | (929) 205-6099; Enter Meeting ID 253 279 4161 #; # again |

- 1) Call to Order
 - a) Agenda Adoption (posted or as amended)
- 2) Approval of Minutes
 - a) Sewer Commissioners Minutes – July 22, 2024
- 3) Consider Request of Tanner Romano on Behalf of Workforce Housing LLC to Waive Sewer Capacity Fees for a 24-Unit Housing Project at 333 Jones Drive
- 4) Public Comment and Participation
- 5) Adjournment

**Brandon Board of Sewer Commissioners Meeting
July 22, 2024**

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

Board Members in Attendance: Doug Bailey, Heather Nelson, Brian Coolidge, Ralph Ethier, Tim Guiles

Others In Attendance: Seth Hopkins, Bill Moore, Steven Jupiter, Stephen Cijka, Dennis Reisenweaver, Neil Silins, Jack Schneider, Olya Hopkins, Shirley Markland, Billy Bullock

Others by Zoom: Bruce Jenson, Tricia Welch, Cecil Reniche-Smith

1. Call to Order

The meeting was called to order at 7:00PM by Doug Bailey – Board Chair.

a. Agenda Adoption

Motion by Brian Coolidge/Tim Guiles to approve the agenda as presented. **The motion passed unanimously.**

2. Approval of Minutes

a) Approve Minutes of Board of Sewer Commissioners Meeting – July 8, 2024

Motion by Heather Nelson/Ralph Ethier to approve the minutes of the July 8, 2024 meeting. **The motion passed unanimously.**

3. Consider Purchase order 12090 to RootX for Root Killer - \$11,400

Doug Bailey stated this is an annual purchase. Steve Cijka advised this will provide enough to do the process twice.

Motion by Heather Nelson/Brian Coolidge to approve Purchase Order 12090 to RootX in the amount of \$11,400.00. **The motion passed unanimously.**

4. Public Comment and Participation

Tim Guiles asked if there is a plan for longer-term improvements and if there is a process underway. Seth Hopkins advised the plan that the Town has is currently under State review. Mr. Hopkins has consulted with Steve Cijka and the other staff members in the department. Mr. Cijka provided a prior study that had been done regarding infiltration and the Town is asking the State for approval to use this study. Mr. Hopkins noted he is heading this process until it goes through the RFP and bidding process.

5. Adjournment

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

Respectfully submitted,

Charlene Bryant
Recording Secretary



TOWN OF BRANDON
49 CENTER STREET
BRANDON, VERMONT 05733
(802) 247-3635

Permit # C- _____

APPLICATION FOR SEWER TAP and/or RESERVED SEWER CAPACITY

Property Information

| | |
|---------------------------|-----------------|
| Project Location | 333 Jones Drive |
| Tax Map # | 024-999-0011 |
| Estimated Connection Date | N/A Existing |

Applicant

| | | | |
|-----------------|----------------------------|---------|-------------------------|
| Name | Workforce Housing LLC | Phone # | 802-247-6527 |
| Mailing Address | 191- Alta Woods Brandon VT | Fax # | |
| | | e-mail | tromano@naylorbreen.com |

Property Owner

| | | | |
|-----------------|---------------|---------|--|
| Name | Same as Above | Phone # | |
| Mailing Address | | Fax # | |
| | | e-mail | |

Plumber or Contractor

| | | | |
|-----------------|-------------|---------|--|
| Name | Marshal P&H | Phone # | |
| Mailing Address | | Fax # | |
| | | e-mail | |

Licensed Designer or Engineer

| | | | |
|-----------------|----------------------------|---------|-----------------------------|
| Name | David Vanquilder | Phone # | 802-417-7930 |
| Mailing Address | 191- Alta Woods Brandon VT | Fax # | |
| | | e-mail | Dvanquilder@naylorbreen.com |

- A Licensed Designer or Engineer may be required to provide information before this permit can be processed.
- The applicant and property owner agree to adhere to the conditions, specifications and restrictions forming part of this permit, if issued and to maintain the private line to the main at no expense to the Town.

Tanner Romano

Signature of Applicant

Digitally signed by Tanner Romano
DN: C=US, E=tromano@naylorbreen.com,
O=Naylor & Breen, CN=Tanner Romano
Reason: I am approving this document
Date: 2024.10.22 14:09:29-04'00'

Date

Signature of Property Owner

Date

Town Office Use

| | | | |
|--------------------|---------------------------------|-----------------|----------|
| Administrative Fee | \$ 50.00 | Date Received: | 10/22/24 |
| Recording Fee | \$ 15.00 | Date Completed: | |
| Deposit | \$ 250.00 | Date Connected: | |
| Capacity | \$2.79 x 2720 gpd = \$ 7,558.80 | Check #: | |
| Total Due | \$ 7,653.80 | Received By: | |

n/a

Sewer Tap

The applicant may be asked to provide complete plans to scale before the application will be considered. Town of Brandon personnel shall observe all taps to the municipal sewer. The applicant is required to call (802) 247-6730 seven days prior to the proposed connection date to schedule with Wastewater personnel. A Tuesday, Wednesday or Thursday is preferred. Exceptions will be made to accommodate emergencies

Sewer Capacity

Project Information:

- Existing Improved Property
- New Construction

Flow Calculations:

- Individual Single-Family Residential
 - # of potential bedrooms _____
- Multi-Residential
 - Number of potential bedrooms _____
 - Number of potential units 24 Unit @ 210 GPD _____
- Non-Residential (Commercial/Industrial)
 - Name of business _____
 - Type of establishment _____
 - Number of employees _____
 - Number of customers, clients, participants or visitors _____
 - If meals are served, number of meals per day _____
 - If meals are served, number of seats _____
 - Other _____

Existing Design Flow: 2320 gpd Proposed Design Flow: 5040 gpd

Comments:

We are requesting the increased capacity at no cost
We understand this is a large ask, but the development of
Workforce Housing will require a private/public partnership
on many levels as the traditional grants and funding sources
for low income housing projects are largely not available for
workforce housing.