

TOWN OF BROOKFIELD
Water Department
MEETING MINUTES
September 14, 2011

Posted Meeting: The meeting of the Brookfield Water Department was called to order at 6:30 p.m. in the office of the Water Department.

In Attendance: Robert Barnes, Joseph Murray and Chairman Roger Charpentier Jr. Superintendent; Bruce Clarke.

Minutes taken by Administrative Clerk; Holly Chisholm

Minutes

Mr. Murray motioned to accept the minutes from August 10, 2011. Mr. Barnes moved; Mr. Charpentier Jr. seconded; so voted.

Warrant

Commissioners voted to approve the billing warrant for September 27, 2011. Mr. Barnes moved; Mr. Murray seconded; so voted.

Abatement

Commissioners signed abatement #1 for FY 2012 for account # 021850 in the amount of \$150.00.

Bulk Water

Commissioners signed commitment #2 and #3 for bulk water.

Orion

Holly and Bruce were in training on August 30th and the 31st for the new meter reading and billing program. All information from the Orion System is transferred to a flash drive and then installed into the El Dorado Software Billing System. Roger asked if this information is backed up. Holly stated that an internal computer backup is used. Roger would like to see a secondary backup in use.

Pump Station Power Failure

On September 1st a power failure occurred at the pump station. After investigation and contacting National Grid the transformer at the pump station was found to be at fault. During this period of approximately twenty hours a generator was used to supply water to the town.

Removal of Tree at Standpipe

Ed Searah Services has completed the removal of a maple tree at the entrance to the standpipe.

System Flushing

Bruce has advertised water system flushing in the citizen. This will take place October 11th through October 21st.

Vacation

Bruce will be away on vacation the 6th and 7th and returning on the 8th of September. Donald and Charles will provide coverage.

Posted Meeting

Holly will post the next meeting for October 12, 2011.

Meeting adjourned at 7:00 p.m. Mr. Murray moved; Mr. Charpentier Jr. seconded; so voted.