

**Town of Berlin Sewer Commission
108 Shed Road
Berlin, VT 05602
(802)223-4405, Option 6**

Commissioners
Rob Allen / Jim Hartson / Henry LaGue Jr.
Dana Marineau / Norbert Rhinerson

Assistant Mary S Wissell

**Regular Meeting
Monday June 23, 2008**

Unapproved Minutes

Agenda Summary

Meeting started at 6:55. Rob Allen absent. Dana Marineau Chair.

Public Comment: none.

Minutes: Minutes of June 9, 2008 meeting were approved. Motion made by Henry LaGue; 2nd by Jim Hartson. All in favor.

Assistant's Report:

1. Minutes from the Montpelier Public Works Dept and the Berlin Sewer Commission meeting were reviewed. Also Attorney Rob Halpert's email regarding the meeting to determine an expiration date of the Sewage Treatment and Collection Agreement between the City of Montpelier and the Town of Berlin. Mary is to draft a notice of the Commissions intent to extend the contract to be reviewed by Attorney Halpert and sent to Montpelier. The initial bond payment that was in force when the agreement was signed was scheduled to close May 1, 2010. The Commission agrees that they want the agreement to last as long as possible. Mary is to check with Montpelier to ascertain when any bond indebtedness ends, not the original bond but any bond.
2. Pike Inc – Pictures were reviewed that show how piping and meters were installed for the water that services the Lab Building and the Plant. Two meters were installed but they have not been done correctly. The original agreement with the Commission was that one meter was to be hooked up for all water consumption. One meter was to be hooked for all water that would be coming into the sewer system.

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Mary is to draft a letter requesting that this be done and that the outside readers be moved to a different location – not under the emergency shower.

3. Ron Mercier requested that a letter be sent to the elementary school regarding a grease problem at the school. They need to be advised that grease traps need to be properly and regularly maintained. A letter drafted by Mary was reviewed and approved to be sent.

Financial - There is roughly \$183,000 left for construction. This money can be used for repairs and the installation of the new line on Industrial Lane.

Maintenance -

Repairs are needed to manholes on Vine Street. It was suggested that Gene Bowen could do this work. Bowen would have to be told how to do the work, sealed covers are to be used and the manholes need to be inspected prior to completion. If black top is to be placed around the manholes so the plows etc do not destroy them, approval will have to be obtained from the Select Board.

Ray Hickory is to call either Dana Marineau or Henry LaGue regarding finishing an access road by Blue Cross and Blue Shield.

Henry LaGue advised that there is a manhole in back of the Inn that needs repair. Also a sink hole that needs to be filled.

Approval was also given to have LaGue Inc brush hog the sewer line at Coos Trail.

Budget - The proposed budget for FY 2008/2009 was reviewed. The total budget is \$ 509,000.00. After credits have been applied \$455,141.00 is to be billed. One half to be billed in July and one half in January. Henry LaGue made a motion that the budget in the amount of \$ 509,000.00 be approved for FY 2008/2009. Jim Hartson 2nd. All in favor.

Anderson Easement – LaGue Inc has the paperwork for the easement. It needs to be reviewed by LaGue Inc and their lawyer.

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Allocation List - A list of allocations that have been granted but connections have not been made was reviewed. Mary is to check the records on some of the data that was questioned. The priority use list that is in the Town Ordinance was discussed. The Ordinance calls for:

1. 100,000 to be used to abate existing and future pollution;
2. 10,000 to be used for Berlin Municipal Facilities; and
3. 10,000 to be used for future government and public service facilities.

It was suggested that these allocations may not be needed. Mary is to pull the Ordinance for next meeting.

Round Table -

A suggestion was made that an Emergency Generator be purchased for Shaw's Pump Station. Norb Rhinerson made a motion that the Commission proceed to solicit bids for an emergency propane generator for the Shaw's Pump Station. Henry LaGue 2nd. Bids were previously obtained for generators at all pump stations – Mary is to research the files for these bids for sizing etc. The generator will need some type of housing, it was suggested that the set up be like Partridge Farms Pump Station.

Warrants - All warrants were signed.

Adjourned - Meeting adjourned at 8:40. Motion to adjourn made by Jim Hartson, 2nd by Norbert Rhinerson. All in favor.
(temperature outside about 65 and raining).

Mary S Wissell
Assistant to The Sewer Commission