

**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 January 9, 2012**

**Unapproved Minutes  
Agenda Summary**

**Present: Rob Allen, Chair; Jim Hartson, Norbert Rhinerson; and  
Mary Wissell.**

**Absent: Dana Marineau; Henry LaGue**

**Meeting started at 7:00**

**Public Comment: None**

**Minutes** - Norb Rhinerson made a motion to approve the minutes from the December 12, 2011 Meeting. Jim Hartson 2<sup>nd</sup> the motion. Vote - All in favor.

**Maintenance** - A report filed by Ron Mercier describing the installation of a new water line at the Main Pump Station was reviewed. Beede Paving and Excavation installed the new line for the water supply to the new pumps. The pumps are in and will be installed in the near future. Ron Mercier's monthly report and yearly report of the Main Pump Station, Shaws Pump Station and Partridge Farms Pump Station generators was reviewed. The tank at the Berlin Elementary School Pump Station needs to be pumped, Rick Small Maintenance Supervisor at the school will schedule this.

**Financial** - A financial report dated November 30, 2011 was reviewed. Norb Rhinerson reported that pump station maintenance is at 21.5% of budget, there have been no major pump problems so far this fiscal year. The Capitol Construction line item is high because of two big projects at the Berlin Elementary School Pump Station and the Vine Street Extension. Three months of expenses are needed and after expenses have been paid there should be a balance of about \$ 130,000. Norb Rhinerson made a motion to pay the annual fee of \$4,500,00 to the town. Jim Hartson 2<sup>nd</sup> the motion. Vote – All in favor.

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**Sun Ray Maintenance** - Norb Rhinerson made a motion to approve the renewal of the alarm monitoring service at the Main Pump Station in the amount of \$195.00. Coverage is for January 27, 2012 to January 27, 2013. In addition to the annual renewal, approval is given for Sun Ray to service the alarm system as outlined in a letter from them dated December 1, 2011. Jim Hartson 2<sup>nd</sup> the motion. Vote – All in favor.

**Annual Report** - An article prepared for the Town Annual Report was reviewed and approved for submission.

**Allocation By Laws** - The Allocation By Laws and a spreadsheet outlining allocation capacity and unallotted allocation capacity was reviewed. At the last commission meeting a project requiring 18,000 gpd allocation was discussed, also Berlin is the possible site for a new State Mental Hospital.

**Round Table** - None

**Warrants** – Warrants were signed.

**Adjourned** - Meeting adjourned at 8:00. Motion made by Norb Rhinerson, 2<sup>nd</sup> by Jim Hartson. Vote – All in favor.

Mary S Wissell  
Assistant to the Sewer Commission

Date Approved -