

**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 March 24, 2008**

Unapproved Minutes

Agenda Summary

Meeting started at 7:20. Jim Hartson and Dana Marineau Absent.
No meeting was held on March 10, 2008.

Public Comment: none.

Connor Brothers Inc. - Fred Connor attended the meeting requesting a letter outlining the Commission's plans to install a cross country sewer line from Industrial Lane to Granger Road. He also asked what the pumping capacity at Calmont Pump Station is? The capacity is not known. Mary is to prepare a letter addressed to Carl Fuller at the Barre Regional Office of the Natural Resource Agency that states the Commission has established a route, easements are being secured and the Commission hopes to construct a gravity line in 2008. The line will be from the Calmont Pump Station, gravity feed to the Main Pump Station on the Barre-Montpelier Road. When this is completed the Commission plans to eliminate the Calmont Pump Station.

Minutes - Minutes from December 10, 2007 meeting were approved. Motion to accept by Norb Rhinerson, 2nd by Henry LaGue. All in favor.

Maintenance Report – Ron Mercier attended meeting.

1. Inquiry of the status of the generator at the Main Pump Station - The generator is all set – an official start up has not been completed but scheduling is in the works.
2. Main Pump Station – The meter was not installed as planned. The new EZ Valve would not shut down so the new meter could not be installed. The valve was tested when it was installed and it worked fine. Ron is to call the company and try to figure out what is wrong. Ron has made a sleeve for the meter and will try to install it in a different manner by

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the end of this week. Everything was lined up to start early in the morning for the first attempt of installation, that did not work so they will try starting at midnight this time.

3. Chad Wendell the Electrician is working on wiring problems at Shaws Pump Station. He believes it is the alternator instead of a wiring problem.
4. UPS – Ron is working on getting repairs done. He will be using galvanized materials on the rails and needs to find a welder who will work at the site.

Assistant's Report -

1. CVMC (Central Vermont Medical Center) – A spreadsheet showing meter readings from CVMC, Woodridge and the Montpelier Filtration Plant was reviewed. The Commission was trying to establish what the daily usage has been. CVMC replaced two 2 inch meters and a new digital meter has been installed. The usage reported for the last billing period was extremely low, and did not match what Montpelier Filtration Plant reported. Based on this information, the Commission decided to back bill CVMC using Montpelier readings minus Woodridge usage. The bill will be for 3,326,610 gallons. Motion made by Norb Rhinerson, 2nd by Henry LaGue. All in favor.
2. CVMC - Other problems with meter readings and usage reports were discussed. One major problem is that the new meter is not sealed and can be reset at any time. Norb Rhinerson and Mary are to meet with Steve Simonetti at the hospital to discuss these concerns. A motion was made that future billings for the hospital will be based on the amount of water pumped by Montpelier Filtration Plant less the metered amount used by Woodridge. Motion made by Henry LaGue, 2nd by Norb Rhinerson. All in favor.
3. A draft letter to be sent to area customers re problem with grease found at the Shaws Pump Station was reviewed and approved. The letter will be sent to Shaws Bakery and Meat Department, Applebee's Restaurant and Maplewood Deli. A draft letter to be sent to area customers re problems with tampons being found at the UPS Pump Station and causing very costly repairs was reviewed and approved. The letter is to be sent to customers in this area requesting notices be posted in ladies bathrooms advising not to flush any sanitary napkins down the toilets. Also, requesting that sanitary napkin receptacles be placed in all ladies washrooms.

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4. Delinquents - Christine Mercier had requested penalty and interest be waived because her son was in an accident on Feb 29th and she could not make it to the office prior to closing. The Commission decided not to forgive the charges, an invoice and letter will be sent.
5. Delinquents - Notices will be sent by Certified Mail asking for payments. If nothing is received – Disconnect notices will be sent.
6. Anderson Easement - Henry LaGue has requested that two sentences be added to the easement. 1) trees and shrubbery needs to be replaced and 2) easement area is for main line only – no laterals. This was discussed and it was decided that these terms would be acceptable.

Financials - Norb Rhinerson reported that we are in pretty good shape. We have spent 55% of the budget and 2/3 thru the year.

Warrants - None

Meeting Adjourned at 8:50. Motion by Henry LaGue, 2nd by Norb Rhinerson. All in favor.

Mary S Wissell
Assistant to The Sewer Commission