

**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 May 9, 2011**

**Unapproved Minutes
Agenda Summary**

Meeting started at 7:05 Dana Marineau Chair, Rob Allen Absent

Public Comment: None

Berlin Elementary School Pump Station - Ron Mercier reported that Engineer Bernie Chenette is preparing a cost estimate of revamping the pump station. It was previously reported that a reservoir should be installed for storage when the station is revamped, after reviewing the prints it was discovered that a reservoir already exists. The search is still on for non clog pumps that will work at the station. One of the concerns is the future use of the pump station – if changes are to be made the Commission wants to make sure it is big enough for future additional usage.

Fecteau Homes - Ron Mercier met with Fecteau's re the new drive at the Taco Bell building lot. The new entrance off Overlook Drive is 22' wide. It has been suggested the cover for the Main Pump Station be switched to open in a different direction so future repairs would not block traffic. Ron wanted to receive the Boards permission before approving this. Questions re the amended easement and what is included – paving, snow plowing, maintenance of road and eventual need of a light at the intersection of Route 302 and Overlook Drive. Mary is to ask Vic and Jim Fecteau to attend a future meeting to answer these questions.

Main Pump Station Storage - Ron discussed the need for storage at the main pump station for pipes, hoses, lawn mower, a by pass pump if one is purchased. Presently these items are stored in the pump station building. Ron requested permission to move the storage trailer that is now at the town garage down to the pump station. The box is to be put on

pressure treated lumber or blocks. Ron will check with Vic Fecteau re clearing a spot while they are doing other work in back of the pump station so the storage trailer will fit neatly. Ron received permission from the Commission to move the box.

Maintenance Contract -

1. Norb started the discussion by saying that it seems that everyone is in agreement with the contract changes. It was noted that a section covering holidays was added to the contract. Ron Mercier advised that he will still visit the pump stations as per the contract but if a scheduled visit falls on a holiday he will check the station(s) on another day not the holiday. A phrase was added to the contract that stated that call out charges will be for a minimum of two hours. A motion to approve the contract was made by Norb Rhinerson. Jim Hartson 2nd the motion. Vote – All in favor – Henry LaGue abstained. The contract will be signed after Section C, 5 is changed to read Call Out Services instead of Call Back Services.
2. The Maintenance Contract calls for a monthly report. Logs from each station would be multiple pages. Ron submitted copies of his daily calendar for the month of April as monthly reports. If the Commission approves this method of reporting these will be submitted monthly. If there is a problem at any of the stations Incident Reports will be submitted.

Maintenance - Incident Reports were reviewed re a maintenance check by Brook Field Service of a load testing at Shaws. Ron has requested that he be present when load tests are performed at any of the pump stations.

Administrative Assistant Report - An email was sent to all office staff, the highway division and police department notifying them of the Answering Service Number (229-6565) to contact Ron Mercier re Maintenance issues.

Construction and Maintenance Projects - As per the contract Ron Mercier submitted a list of capital improvements/maintenance projects that should be considered or budgeted for.

Emery Naboni - Vine Street - 450 gpd allocation was issued to E Naboni for parcel of land at 141 Vine Street on April 16, 1991. Mr Naboni is subdividing this parcel, there are two three bedroom residences on the property. The Sewer Commission determined that 222 gpd allocation needed to be purchased for the additional lot. A fee of \$ 444.00 was

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received and the allocation application was approved for an additional 222 gpd allocation. Motion to Approve made by Norb Rhinerson, 2nd by Jim Hartson. All in favor.

T F Moran Allocation - An Allocation application submitted by T F Moran on behalf of Auto Zone Inc was signed. No fees were due as Fecteau Inc has allocation granted for Overlook Plaza. Three Hundred and Sixty Eight gallons per day allocation for Lot 1 will be deducted from the 25,000 gpd allocation granted to Fecteau Inc for the 10.6 acre parcel. Norb Rhinerson made a motion to approve the allocation application, Jim Hartson 2nd the motion. All in favor – 3 members; Henry LaGue voted no.

Financial - No Financial Report. Norb Rhinerson reported that Rob Allen and he attended the Selectboard Meeting on Monday May 2nd to explain the financial status of the Sewer Commission.

Round Table - The Certificate of Deposit and the \$250,000 FDIC coverage was discussed. Presently the Allocation Fund CD is in one account that is covered by the FDIC and a Sweep Account. The possibility of instructing the Treasurer to move the money was discussed, no action was taken.

Warrants - were signed.

Adjourned - Meeting adjourned at 8:35. Motion made by Norb Rhinerson, 2nd by Jim Hartson. All in favor.

Mary S Wissell
Assistant to the Sewer Commission

Date Approved -