

**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 November 28, 2011**

**Unapproved Minutes  
Agenda Summary**

**Present: Dana Marineau, Chair; Jim Hartson, Henry LaGue,  
Norbert Rhinerson and Mary Wissell.**

**Absent: Rob Allen**

**Meeting started at 7:05**

**Public Comment:** Henry LaGue reported that Todd Henes has abandoned his mobile home that is in LaGue Park and Henes has a delinquent sewer account. The Commission advised they are not interested in taking ownership of the mobile home.

**Berlin Elementary School** - An email from Principal Dodge, Berlin Elementary School, re charge backs for pump station repairs was discussed. The School Board has asked that in the future, they have the opportunity to review potential planned expenses before they happen. Most of the time that is not possible as repairs need to be done asap to avoid school closure.

**Fecteau Inc** - A letter dated November 7, 2011 was received from Fecteau Inc regarding installation of a water line on Route 302 from Overlook Drive. An abandoned manhole by Pizza Hut was pulled by Bore Tech LLC and it was later discovered that the manhole was for Pizza Huts sewer service. The Commission reviewed the letters and it was decided that the contractor had to pull the manhole to do what needed to be done to complete the project. While it was unfortunate that the manhole did not show up on any of the working prints, the Commission decided that these charges should not be covered by other sewer users. Mary Wissell is to send a letter to Fecteau Inc.

**Brookfield Service** - Maintenance reports were received for the Main Pump Station, Shaw's Pump Station and Partridge Farm Pump Station – everything checked out o.k. Preventive Maintenance Agreements for Contract year 2012 were reviewed. Henry LaGue made a motion to approve the Agreements for Partridge Farm Pump Station for two visits per year for \$ 821.00 and the Main Pump Station for two visits per year for \$ 865.00 per year. Norb Rhinerson 2<sup>nd</sup> the motion. Vote - All in favor.

**Sewer Connection** – William and Roxanne Spence - Norb Rhinerson inspected the lateral, pictures will be on file. Norb advised there was a 7 ft difference from the house to the public line connection. The meter is in and Mary Wissell is to check the meter and reader on Tuesday Nov 29<sup>th</sup>.

**Berlin 1 Inc , 802 Toyota** – An Allocation Application was received for 422 additional gallons of allocation, they presently have 1,000 gpd. Norb Rhinerson made a motion to approve the requests for an additional 422 gpd. Jim Hartson 2<sup>nd</sup> the motion. Vote - All in favor.

**Minutes** - Norb Rhinerson made a motion to approve the minutes from the November 14, 2011 meeting. Jim Hartson 2<sup>nd</sup> the motion. Vote - Dana Marineau, Jim Hartson and Norb Rhnierson - all in favor.

**Financial -**

Norb Rhinerson reported from a financial report thru October 31<sup>st</sup> that finances were in good shape. About four months of expenses need to be paid before new revenues are received, this would leave an approximate balance of \$ 100,000. About \$ 62,000.00 will be needed to pay for two pumps and installation at the Main Pump Station that is scheduled for December.

**CD** - The October financial report showed under Assets the Due to/From WPC allocation line there is a balance of \$ 3,536.00. This amount is for allocation fees that have been collected and cannot be added to the allocation cd until it is up for renewal. An allocation was approved this date and a fee of \$844.00 was received, after deposit of this check there will be a balance of \$4,380.00 in this account. Henry LaGue made a motion that the Treasurer be asked to invest the money in this account in a cd at the North Country Federal Credit Union located in Berlin Vermont. Jim Hartson 2<sup>nd</sup> the motion. Vote – All in favor.

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**Round Table** - The Commission has not received a decision from the Selectboard regarding their request to move CD funds. Mary Wissell is to check on this.

Installation of solar panels at the pump stations was discussed as a way to cut electrical expenses. After discussion it was decided that the Commission did not think they would have room to install a panel(s) to make a difference.

**Warrants** – Warrants were signed.

**Adjourned** - Meeting adjourned at 8:20. Motion made by Henry LaGue, 2<sup>nd</sup> by Norb Rhinerson. Vote – All in favor.

Mary S Wissell  
Assistant to the Sewer Commission      Date Approved -