

**Town of Berlin Sewer Commission
108 Shed Road
Berlin, Vt 05602
(802)223-4405, Option 7**

**Commissioners
Rob Allen / Henry LaGue Jr. /
Wayne Lamberton / Dana Marineau
Assistant - Mary S Wissell**

**Regular Meeting
Approved Minutes
Monday April 25, 2016**

**Present: Rob Allen, Chair; Henry LaGue, Wayne Lamberton, Ron Mercier
and Mary Wissell.**

Absent: Dana Marineau

Meeting called to order at 7:00 P.M.

Public Comment - none.

Route 12 Sewer Project - Present Ellery Packard. An updated design for the project was reviewed. A draft of a Sewer Line Extension Agreement between Westons Mobile Home Park, LLC and the Town of Berlin was reviewed. The Commission changed section 2, 2.1 to read 2000 gallons per day instead of 1500. Section 3. Was changed to read ".....in the form of a connection". The words or allocation fee were removed. The connection fee of \$5.00 or less would not be paid by Packard but the \$ 2.00 allocation fee would be. Packard advised the proposed pump station is designed to handle 85,000 gpd and is expandable. Timing and schedule – Packard advised he has one more design meeting and a wet lands meeting scheduled. The draft Agreement is to be sent to Attorney Rob Halpert for review.

An Allocation Application for the State of Vermont Highway Division for 2,000 gpd allocation was approved for the Green Mountain Transit Agency (GMTA) Facility located at 6088 Vt Route 12, Berlin. Henry LaGue made a motion to approve the Allocation contingent upon the line being built. Wayne Lamberton 2nd the motion. Vote - all in favor.

Bosworth/Crosstown Sewer Line. Rob Allen presented a revised preliminary cost estimate for installation of a line extension and pump station. The total distance of the line would be about 600 feet to the pump station and the estimated cost would be \$ 110,000. Approximately 7 users may be connecting to the line. Prospective customers will be invited to a meeting to discuss the financial cost to connect to the system.

MPW's Temporary Allocation Rt 12 and Contract Amendment. Comments from Attorney Halpert were reviewed. The Commission questioned if they purchase the 50,000 gpd allocation what would happen to it if the project does not continue. Suggested wording to be added to the Amendment "If the project falls apart, the 50,000 gpd allocation will be added to Berlin Sewer Commissions total existing allocation. Mary Wissell is to send a note to Tom McArdle of MPW's for his input.

Maintenance - Incident Reports – Ron Mercier:

April 4th – Shaws Pump Station - A part for the knife gate valve was purchased as it was believed that the slide gate part was not opening all the way and was not operating properly.

April 4th – Main Pump Station - Pump one had been on high speed since April 1st according to the chart. A Voltage report appeared that a phase had been lost. Telephone service was out so there were no alarms. Two new 8 inch gate valves were ordered. April 13th the pump controller had gone bad. Consolidated Electric came to check it out and found it was just worn out and they replaced it with a newer model. Requested pricing for a variable speed controller for the pumps.

April 20th - Capital Earthmoving called and advised they plan on May 2nd to start digging to find water and sewer lines on both sides of Fisher Road. They will be jacking a sleeve across the road to run a water line over our sewer line for lot E. Ron advised Tom from Capital Earthmovers that he didn't know what the protocol was for the Town or if there was anything in place but they would have to maintain state standards for separation at the very least.

April 22nd – Shaws Pump Station – Gate valves arrived and were installed. It was discovered that the cradle arms are worn. Ron is to get an estimate for a stainless steel unit to use as a brace to use between the pipe and the pump to hold it in place.

Problems continued at Partridge, Shaws and Main Station Pump Stations thru April 25th.

Minutes - Wayne Lamberton made a motion to approve minutes from the March 28, 2016 Meeting of the Commission as written. Henry LaGue 2nd the motion. Vote - all in favor.

Maintenance Contract Cost of Living Raise - Ron Mercier's contract provides for annual increases for the monthly service fee and hourly rate for call out by the State of Vermont Consumer Price Index. The rate of increase for the year 2015 was 0.1. Wayne Lamberton made a motion to approve the .1% raise. Henry LaGue 2nd the motion. Vote - all in favor.

Sewer Commission Minutes
Page 3
April 25, 2016

Warrants:

Henry LaGue made a motion to approve Accounts Payable Warrant Report #16S16 dated April 25, 2016, checks #2802 - #2811, in the amount of \$ 64,764.91. Wayne Lamberton 2nd the motion. Vote – all in favor.

Round Table – An Allocation Application from James Bond for 210 gpd allocation for a mobile home at 625 U S 302 in Berlin was approved. The mobile home has been using the municipal sewer system and has not been metered. Wayne Lamberton made a motion to approve the Allocation Application and to bill the customer for 250 gpd since usage began in October of 2015. Henry LaGue 2nd the motion. Vote - all in favor.

Adjourned - Meeting adjourned at 9:00. Motion made by Wayne Lamberton, 2nd by Henry LaGue. Vote - all in favor.

Mary S Wissell
Assistant to the Sewer Commission

Date Approved: May 9, 2016