

**Town of Berlin Public Works Board  
108 Shed Road  
Berlin, VT 05602  
(802)229-2529**

**Commissioners**

**Rob Allen / Ted Long / David Sawyer / Eric Chase**

**December 28, 2020  
Unapproved Minutes**

**In light of COVID-19 directives, meeting was held via video conference**

**Commissioners Present: Rob Allen (RA) Chair, Ted Long (TL), Eric Chase (EC)  
Absent: David Sawyer (DS)**

**Others Present: Florence Smith (FS) and Thomas Badowski (TB).**

**Meeting called to order at 7:00 PM**

RA thanked participants for attending the video conference.

**Public Comment**

None

**Staff Reports**

**PTN Sewer Improvement Project Schedule**

TB gave an update on PTN progression with all Paine Turnpike North connected. Berlin Elementary being connected December 28 through 30. Berlin Elementary is the last connection, including the removal of the school pump station, before winter shutdown.

**Fisher Road Culvert**

The Berlin Selectboard will apply to the State Infrastructure Bank for an approximately \$1M loan for replacement of the Fischer Road culvert. A 30 year note at 1% interest would equate to \$43K annual debt service. Selectboard discussed the pursuit of a Local Options Tax as a means of possible funding source for future capital improvements.

**Various Sewer Improvement Projects**

TB identified five projects for 2021:

- Bid and replace meters
- Connect Well 4
- Crosstown Road Neighborhood Project

- Berlin Mall Water Line Assumption
- Asset Management Plan Including Line Surveys

### **Water/Wastewater Combined Checking Accounts**

Diane Isabelle will combine the wastewater and water checking accounts in early January 2021, with the wastewater account being retained on the go forward. Board should see a streamlined Warrants in future meetings.

### **Promissory Note**

At its December 21, 2020, meeting, the Berlin Selectboard approved the \$141,578 Promissory Note between the Wastewater and Water Divisions. Water will reimburse Wastewater \$1,500 per month until the note is cleared.

### **New Town Center**

TB encouraged Board members to attend the New Town Center hearing with the Downtown Board to show support for the designation. Hearing is anticipated for February 2021, with TB giving notification to the Board once the date is fixed.

### **Next Meeting**

The next meeting will be **January 11, 2021, via video teleconference.**

**Minutes** – TL moved and EC second a Motion to approve the Minutes of December 14, 2020, as written. With a roll-call vote, Motion passed unanimously.

### **Warrants**

- TL made a motion to approve Sewer Accounts Payable Warrant Report 21S10 for checks # 3480 to 3484 for a total of \$26,118.89 with EC second. With a roll-call vote, Motion passed unanimously.
- TL made a motion to approve Sewer Accounts Payable Warrant Report 21S1 for check # 3485 for a total of \$161,896.30 with EC second. With a roll-call vote, Motion passed unanimously.
- TL made a motion to approve Water Accounts Payable Warrant Report 21W08 for checks 10478 to 10479 for a total of \$175.49 with EC second. With a roll-call vote, Motion passed unanimously.

### **Round Table**

FS expressed her gratitude to the Board for their efforts of the past year.

**Adjourned** – Motion made by TL with second by EC to adjourn at 7:47 PM. Motion passed unanimously.

Thomas J. Badowski  
Recording Secretary  
Berlin Public Works Board