

**Town of Berlin Public Works Board
108 Shed Road
Berlin, VT 05602
(802)223-4405 x304**

**Commissioners
Rob Allen / Ted Long / David Sawyer**

**February 24, 2020
Unapproved Minutes**

Present: Rob Allen (RA) Chair (via phone), Ted Long (TL), David Sawyer (DS), Eric Chase (EC), David Delcore and Thomas Badowski (TB).

Absent:

Meeting called to order at 7:00 PM

EC introduced himself as a Berlin resident who works for the City of Montpelier with public works experience and an interest in serving on the Berlin Public Works Board. RA welcomed him and looks forward to working with him in the future.

Staff Reports

Monthly Utility Usage

January 2020 Water had 1,572,767 gallons produced and Wastewater had 5,509,000 gallons sent for treatment.

Paine Turnpike North Sewer Improvement Project (PTN)

Award- The engineer's recommendation of Dubois Construction for award of PTN has been approved by the Berlin Selectboard. Waiting final USDA approval of same prior to formal authorization to proceed sent to contractor.

Schedule- Rae Washburn of Dubois construction anticipates a two-crew starting approximately June 1, 2020, with an October 2020 for majority completion. TB will begin meeting with stakeholders early April and media campaign and signage campaign of road closure mid-April.

Otter Creek Construction Contract- TL reiterated his review of the draft November 1, 2019, Agreement between Otter Creek Engineering and the Town of Berlin for PTN engineering construction services with no significant findings or objections. TL moved and DS seconded a Motion to approve the November 1, 2019, Agreement as written, with Otter Creek Engineering, Inc. Motion passed unanimously.

Well #4

Staff anticipates Closing in Well #4 Option early March 2020.

2Q P&L

TB distributed in advance P&Ls for the Water and Wastewater divisions reflecting 6 months of revenue and 7 months of expense. Both divisions currently projecting positive year end balances.

City of Montpelier Disposal Agreement

TB met with City Deputy Public Works Director, Kurt Motyka, concerning the extension of the existing wastewater disposal agreement between the City and Town. Though not directly tied to the wastewater disposal agreement, Mr. Motyka requested a review and formalization of the City's role in Fire District #1 water distribution system. A brief discussion on the evolution of Fire District #1 was had. Future agendas to include this topic.

Next Meeting

The next meeting will be **March 23, 2020**.

Minutes – TL moved and DS second a Motion to approve the Minutes of January 13, 2020, as written. Motion passed unanimously.

Warrants

- TL made a motion to approve Sewer Accounts Payable Warrant Report 20S13 for checks # 3368– 3375 for a total of \$13,074.70 with DS second. Motion passed unanimously.
- TL made a motion to approve Water Accounts Payable Warrant Report 20W13 for checks # 10404 - 10413 for a total of \$4,778.12 with DS second. Motion passed unanimously.

Round Table

DS spoke to the Route 12 Sewer project and Weston Mobile Home Park's efforts to move the project forward.

Adjourned - Motion made by TL with second by DS to adjourn at 7:46 PM. Motion passed unanimously.

Thomas J. Badowski
Recording Secretary
Berlin Public Works Board