

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

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

**Regular Meeting
Approved Minutes
Monday January 9, 2017**

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

Absent: John Chaissakis and Dana Marineau

Meeting called to order at 7:15 P.M.

Public Comment – None

Vt AOT State Highway Access and Work Permit - An Application was approved for submission to the State Highway Dept for repairs on Route 302. Bids to be solicited by mid-February and work to begin by June 1, 2017.

Sun Ray Fire and Security Renewal –The annual contract renewal for Basic Monitoring at the Main Pump Station was approved. Motion to approve by Wayne Lamberton; 2nd by Henry LaGue. Vote – all in favor.

Vermont Mutual Insurance Co - It was discovered that the new meter installed for the water connection measured in units of Hundredths rather than Thousands which is the requested unit of measure. A bill was sent for the last quarter (7/1/16 – 9/30/16) for 182,000 gallons of usage rather than 18,200 gallons. Motion made by Wayne Lamberton to refund \$ 1,306.63 that was over billed. Henry LaGue 2nd the motion. Vote – all in favor.

Minutes - Wayne Lamberton made a motion to approve minutes from November 14, 2016 Meeting as written. Henry LaGue 2nd the motion. Vote – all in favor.

Financial - A Budget Status Report for Current Year Period 6 December was reviewed. An Aged Receivable Report was reviewed, the delinquent balance as of January 5, 2017 is \$ 5,925.28.

Annual Fee - Henry LaGue made a motion to authorize the Treasurer to transfer the \$4,500 Annual Office Fee. 2nd by Wayne Lamberton. Vote – all in favor.

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Warrants –

Henry LaGue made a motion to approve Accounts Payable Warrant Report 17S13 dated December 26, 2016 checks #2914 - #2920 in the amount of \$ 32,633.69. Wayne Lamberton 2nd the motion. Vote – all in favor.

Henry LaGue made a motion to approve Accounts Payable Warrant Report 17S14 dated January 9, 2017 checks #2921 – #2923 in the amount of \$ 1,097.17. Wayne Lamberton 2nd the motion. Vote – all in favor.

Round Table – Flushable Items. The Commission approved a notice “Are Flushable Bathroom Products Safe for Sewer and Septic Systems” to be included in the next billing. Also, Mary Wissell is to obtain prices for “Toilets Are Not Trashcans” decals to be included in this billing.

Adjourned - Meeting adjourned at 7:50 P M. Motion made by Wayne Lamberton, 2nd by Henry LaGue. Vote – all in favor.



Mary S Wissell
Assistant to the Sewer Commission

Date Approved: Jan 23, 2017