

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

**Commissioners**

**Rob Allen / John Charissakis/ Henry Lague Jr. /  
Wayne Lamberton / Dana Marineau/ Gary LaRoche (Alternate)**

**Regular Meeting  
Monday January 22, 2018  
Approved Minutes**

**Present: Rob Allen (RA) Chair, John Charissakis (JC), Gary LaRoche (GL), Ellery Packard (EP), Roger Berry (RB), Kurt Motyka (KM), Tom McArdle (TM) and Thomas Badowski (TB).**

**Absent: Dana Marineau (DM), Henry Lague Jr. (HL), Wayne Lamberton (WL)**

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

**Public Comment - GL was introduced as recently appointed Alternate to the Public Works Board.**

**Route 12 Infrastructure Extension**

- EP and RB (attending via conference call) gave a brief outline of the proposed sewer and water project extension from the Montpelier City line to Green Mountain Transportation bus terminal on Route 12. EP stated that he recently sold Weston Mobile Home Park to a resident owned co-op. That sale effectively removed \$450K in sewer connection fees as the new owners of the Park have expressed little interest in connecting. A discussion on alternate sources of funding was had. TB was directed to reach out to the Park's Board of Directors to determine if there is an appetite to further this project.
- RB spoke on the waterline extension and inquired as to whether Montpelier or Berlin would own the line, assuming the project goes forward. A discussion was had with TB directed to put an operating budget together for review. KM stated that paving on the City line will commence August 13, 2018.

**City of Montpelier POTW Upgrades**

- KM and TM spoke on the City's review of upgrading the existing sewage treatment plant in the City. One scenario was to replace Aging Infrastructure, another scenario was to consider adding treatment processes that would allow for the acceptance of revenue producing waste streams and added energy recovery. Preliminary cost estimates ranged from \$8M-\$20M of which a prorated portion would be borne by Berlin. KM and TM agreed to keep the Board informed as their evaluation progresses.

## Staff Report

- TB reported a Main Station pump operating at 25% capacity. Warmer weather and low flows needed to service the pump.
- A DRAFT extension of the Water Operator Contract was distributed in advance. TB stated that annual rate is now proposed at \$2,650 per month and includes meter reading. Tabled for further review.
- Discussion of sewer charge forgiveness to the Town Garage was had. RA directed that, in lieu of forgiveness, the Board will provide an annual lunch to the Berlin Road Crew.
- Discussion of potential impact of an Income Survey for the Paine Turnpike N project was had. TB stated that a successful Income Survey allowed a \$1.3M reduction in the recent water project. JC moved and GL second a Motion to retain Vermont Rural Water Association to perform an Income Survey for \$4,960-\$5,800 depending on actual number of residential units surveyed. Motion passed unanimously.
- TB informed the Board that Grant availability through the League of Cities and Towns for a Utility Line Locator was deemed a worthy project and subsequent Grant Application will be submitted.
- TB discussed potential scheduling conflict with the Board and the due date for Applications to the State Priority List for Water and Sewer Projects. JC moved and GL second a Motion to apply for State Priority List for Water and Sewer Projects for Well #4 and Paine Turnpike N and allow the Chair to sign applications on behalf of the Board. Motion passed unanimously.
- TB informed the Board that JC facilitated a meeting with Dean Hedges concerning the potential acquisition of Berlin Water. Dean was asked to produce a current customer list, three years of billings, map of service area, list of vendors, tax returns for three years and ANR annual inspections for three years. It is anticipated Dean will have this information by mid-February.

**Minutes** – JC moved and GL second as motion to approve the Minutes from January 08, 2018, Meeting as written. Motion passed unanimously.

### Warrants –

- JC made a motion to approve Accounts Payable Warrant Report 18S13 for checks # 3078 - 3083 in the amount of \$35,647.41 with GL second. Motion passed unanimously.
- JC made a motion to approve Accounts Payable Warrant Report 18W13 for checks # 10207 - 10208 in the amount of \$74.00 with GL second. Motion passed unanimously.

### Round Table –

- TB informed the Board that Snow removal around hydrants will be performed by VT Department of Corrections for \$70 per occurrence, as needed.

**Adjourned** - Motion made by JC with second by GL to adjourn at 8:47 PM. Motion passed unanimously.

Thomas J. Badowski  
Recording Secretary  
Berlin Public Works Board