

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

**Commissioners**

**Rob Allen / Henry Lague Jr.  
Wayne Lamberton / Gary Laroche / Ted Long**

**January 28, 2019  
Approved Minutes**

**Present: Rob Allen (RA) Chair, Gary Laroche (GL), Ted Long (TL), Wayne Lamberton (WL), Ron Mercier (RM), and Thomas Badowski (TB).**

**Absent: Henry Lague Jr. (HL)**

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

**Public Comment - None.**

**STAFF REPORTS**

**PAINE TURNPIKE NORTH SEWER IMPROVEMENTS PROJECT (PTN)**

TB gave brief update on PTN including handing out an updated schematic of the proposed Easement with the Central Vermont Chamber of Commerce. Otter Creek was able to avoid most of the Chamber's parking lot with a new design that utilizes converting the existing pump station to a gravity line feeding back to the proposed new system wide pump station. Additional field work is needed to locate southern property boundaries.

**Partridge Farms Pump Station**

RM informed the Board of float issues at Partridge Farms. After several days of troubleshooting, a faulty mercury switch was found to be malfunctioning. The system is back operating and will plan an overhaul once weather breaks.

**Mid-Year P&L**

TB distributed in advance copies of Water and Sewer P&Ls. Through six months Water Division is at 54% of Budget revenues and 39% of budgeted expenses. Sewer is at 58% of budgeted revenues and 50% of budgeted expenses. Discussion of the proposed New Town Center (NTC) and its impact on public utilities was had. TB recommends that the Board allocate \$5,500 to produce a build out of NTC utility needs and update Water and Sewer Ordinances. To that end WL moved and GL second a Motion to allocate \$5,500 to produce the public utility build out associate with NTC and update the Water and Sewer Ordinances. Motion passed unanimously.

## **Technology Upgrades**

Staff will review upgrades to Billing Software, Smart Metering and Asset Management tools and report back findings over the next six months.

## **Well #4**

TB announced the Well #4 Option Agreement has been sent to the Property Owner for execution.

## **Next Meeting**

The next meeting will be **February 11, 2019**.

**Minutes** – WL moved and TL second a Motion to approve the Minutes from January 14, 2019, as written. Motion passed unanimously.

## **Warrants**

- WL made a motion to approve Sewer Accounts Payable Warrant Report 19S13 for checks # 3227 – 3232 in the amount of \$128,657.42 with GL second. Motion passed unanimously.
- WL made a motion to approve Water Accounts Payable Warrant Report 19W13 for checks # 10296 - 10299 in the amount of \$985.40 with GL second. Motion passed unanimously.

## **Round Table**

- RA gave an update on Berlin Corners neighbor's interest in sewer service. Discussion on available private and/or public funds available to help with the project was had.
- TL wants to be part of the field visits to the Water Tank prior to installation of safety device

**Adjourned** - Motion made by WL with second by GL to adjourn at 8:15 PM. Motion passed unanimously.

Thomas J. Badowski  
Recording Secretary  
Berlin Public Works Board