

**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**

**Regular Meeting
Monday July 10, 2017
Approved Minutes**

Present: Rob Allen (RA), Chair; Henry LaGue (HL), Wayne Lamberton (WL), Ron Lyon (RL), Dana Hadley (DH), Ron Mercier (RM), Diane Isabelle (DI) and Thomas Badowski (TB).

Absent: Dana Marineau (DM), John Charissakis (JC)

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

Public Comment - DH thanked the Board for assuming the combined management roles of Sewer and Water infrastructure in Berlin under the newly titled "Town of Berlin Public Works Board".

Maintenance –

- RM reported Courtland Construction has completed repairs to the line between Dunkin Donuts to Evergreen Drive. Awaiting results from compaction tests.
- RM reported a series of pump failures and a perceived line clogging with the Shaw's pump station and force main. Discussion was held as to current pump vendor ability provide timely response to critical need of replacement hardware. Staff was directed to research three (3) vendors to supply pumps. To that end, HL moved and WL second a motion to purchase two replacement pumps, with preference given to that vendor who can supply replacement hardware most expeditiously. Motion passed unanimously.
- TB reported on a force main scouring technique, Ice Pigging, used by municipalities in sensitive lines. Board requested further research.
- Board discussed the need to contract with a third party crane service to aid in pump replacement and preventative maintenance. Staff to research further.

Paine Turnpike Feasibility Study – Ron Lyon (RL) of Dubois King presented a Scoping Study of Possible Financing Options for the extension of gravity sewer lines down Paine Turnpike North. RL discussed his six point Scope of Work leading to a motion by HL and second by WL to accept RL's Engineering and Planning Services for \$2,000. Motion passed unanimously.

Staff Report

- 39 hydrants were flushed at the end of June. Some minor warranty work was noted and sent to the installing contractor.
- A copy of the Montpelier Annual Sewer Billing for FY 2017-18 was distributed. After a discussion RA directed that this be put on the July 24, 2017, agenda for further discussion.
- RA read a letter of appreciation to retiring Administrative Assistant, Mary Wissell. As a token of appreciation, WL moved and HL second a motion to purchase a \$200 gift certificate for Mary to Sarducci's Restaurant. Motion passed unanimously.

FY17.18 Sewer Budget – With staff noting a new line items for “Line Cleaning” and “Weston Pump House”, WL moved and HL second a motion to approve the FY17-18 sewer budget for \$391,179. Motion passed unanimously. Staff was directed, through a Motion by WL with second by HL, that once the 4Q Montpelier use numbers are received, to establish a new customer billing rate. Motion passed unanimously.

FY17.18 Water Budget – With staff noting a new line item for “Fourth Well” and “Interfund Loan”, WL moved and HL second a motion to approve the FY17-18 water budget for \$233,500. Motion passed unanimously.

Minutes – WL moved and HL second as motion to approve the Minutes from June 26, 2017, Meeting as written. Motion passed unanimously.

Warrants –

- HL made a motion to approve Accounts Payable Warrant Report 18S01 for checks # 2986 - 2994 in the amount of \$20,990.38 with WL second. Motion passed unanimously.
- HL made a motion to approve Accounts Payable Warrant Report 18W01 for checks # 10159 - 10163 in the amount of \$5,902.32 with WL second. Motion passed unanimously.

Round Table –

- HL noted Hilltop Inn's efforts to connect to Berlin Water.
- TB noted the need to address replacement of several meters. Will be put on the July 24, 2017, agenda.

Adjourned - Motion made by WL with second by HL to adjourn at 8:59 PM. Motion passed unanimously.

Thomas J. Badowski
Recording Secretary
Berlin Sewer Commission