

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

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

**Regular Meeting
Unapproved Minutes
Monday June 8, 2015**

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

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

Public Comment - none.

Minutes – Henry LaGue made a motion to approve the minutes from May 18, 2015 Meeting as written. Wayne Lamberton 2nd the motion. Vote – All in favor.

Maintenance - Ron Mercier continued discussion re an access road for the sewer line from the CVMC (Central Vermont Medical Center) on Fisher Road to the old plant location on Route 302. The line has been checked, trees cut and the line surveyed. Ron will work on the construction line marking the center of the manholes and going 25 ft from the center of the marked manholes. Ron inquired how deep, how wide, what materials would be used and advised that 3 culverts would be needed. The access road will be very expensive and will have little use, mostly to repair deteriorating manholes. The Commission decided to consider other alternatives, possibly installing a new line and or redirecting the line down the hill to the Main Pump Station or a new line that would tie into the line by the Volkswagen Dealership. Easements would be needed to redirect the line. The Commission advised Ron to continue to cut the trees and mark out the center line.

Montpelier Public Works - A letter prepared by Montpelier City Manager William Fraser was discussed. Montpelier Public Works suggested six proposals for the purpose of resolving the current conflicts without going to arbitration and has requested a meeting. The issues were discussed and it was decided that a meeting should be scheduled with Attorney Halpert prior to the joint meeting. Tom Nesbitt from Phelps Engineering is to be invited to this meeting. Mary Wissell is to schedule the meeting for Monday June 15th if Attorney Halpert is available. A joint meeting is scheduled for Thursday June 18th at 10:00.

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Financial - A monthly financial report was reviewed.

Budget – A draft budget for FY 2015-2016 was reviewed. Last year Montpelier Debt Service payment was not included in the regular billing because of special funds available. It was decided that the \$ 30,000+ payment needs to be added in the budget total for FY2015-2016.

Administrative Assistant – The Commission approved the decrease in work hours. The hours will be Tuesday from 8:30 – 3:00 and Thursday from 8:30 – 1:00, total work hours 11 per week. Longer hours will be worked when necessary, especially when meters are read and billings are prepared. Henry LaGue made a motion to increase Mary Wissell's pay by \$ 1.00 or \$ 1.50 per hour. No Action on this motion. Wayne Lamberton made a motion to approve an increase of \$ 1.50 per hour. Henry LaGue 2nd the motion. Increase effective immediately. Vote - All in favor.

Warrants: Henry LaGue made a motion to approve Accounts Payable Warrant Report #24, dated June 8, 2015 in the amount of \$ 29,371.88, checks #2683 thru # 2690. Wayne Lamberton 2nd the motion. Vote - All in favor.

Round Table - Wayne Lamberton continued the discussion re installing a new sewer line on Paine Turnpike, possibly eliminating the Shaw's, Berlin Elementary School, Fire Station, Vermont State Credit Union, Vermont School Board Insurance and the Central Vt Chamber of Commerce Pump Station.

Adjourned - Meeting adjourned at 8:15. Motion made by Wayne Lamberton, 2nd by Dana Marineau. Vote - All in favor.

Mary S Wissell
Assistant to the Sewer Commission

Date Approved: