

**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 March 2, 2015**

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

Absent: Dana Marineau

Meeting called to order at 7:10 P.M.

Public Comment - none.

Minutes - Wayne Lamberton made a motion to approve the minutes for February 9, 2015 Meeting as written. Henry LaGue 2nd the motion. Vote – All in favor.

Maintenance – Ron Mercier reported on Mar 2, 2015 he tried to manually start the generator at Shaw's Pump Station with no luck. Brookfield Service was called and they were sending someone down to check it out on Mar 2nd.

Montpelier Public Works Meeting – An email from Sandy Gallup, Montpelier Public Works (MPW) advising that City Engineer Kurt Motyka was finalizing MPW response on the billing for the force main. Before MPW presents their findings to the Commission they need to do some research on the negotiations of the final Intermunicipal Agreement and the City Council approval of the agreement which occurred in 1981 and 1982. Septage and Leachate Operating costs will be presented along with findings for other items. Sandy Gallup also advised that as they rework the billing process, the City will consider other items in the agreement, such as the true-up of budget vs actual, which would add costs of \$ 16,391 for FY14. With other high equipment repair costs they have experienced in FY15 it appears that the true-up will also add to the cost for Berlin in this fiscal year. Outstanding Wastewater Treatment and Collection Invoices – after reviewing MPW's response to correspondence and input from Phelps Engineering suggesting the annual wastewater billings for the cost of collection was not in accordance with the contract, the Commission decided to hold all payments for collection and treatment of wastewater until the issues were resolved so as not to continue overpaying. After discussion, the Sewer

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Commission decided the response to MPW's inquiry of why the invoices were being held is: Current invoices are being held because the Commission believes they are incorrect as per Phelps Engineering Report and the Intermunicipal Contract. If new corrected invoices are received in accordance with the Contract, payments will be approved. The alternative would be to pay the amount of the invoice we believe to be correct. This practice would lead to future confusion since payments would not match invoices, so correct invoices will be requested before payments are made.

Walker Motor Imports - Ron Mercier checked out the meters and all three meters checked out. The usage is much less than other car dealerships in the area.

Financial - Transfer Office Fee of \$ 4,500.00. Henry LaGue made a motion to authorize the Treasurer to transfer the funds. Wayne Lamberton 2nd the motion. Vote - All in favor.

Town Garage Sewer Bill - Henry LaGue made a motion to waive the sewer bill issued to the Town Garage based on the fact they do work for the Sewer Commission without charging. Wayne Lamberton 2nd the motion. Vote - All in favor.

Assistants Report -

Two customers called because their sewer bills were much more than usual. Both customers had water leaks – one was under their mobile home and the other very high usage bill was caused by a toilet that has been running thru for some time. Neither invoices were amended.

A delinquent customer asked if part of his balance could be abated – penalty and interest has already been abated if the principal balance is paid as agreed. If the balance of the account is paid as per the agreement, an additional \$ 51.08 will be abated.

Warrants - Henry LaGue made a motion to approve Accounts Payable Warrant Report #17 dated March 2, 2015, checks #2651 thru #2653 in the amount of \$6,019.53. Wayne Lamberton 2nd the motion. Vote – All in favor.

Round Table - None

Adjourned - Meeting adjourned at 8:10. Motion made by Wayne Lamberton, 2nd by Henry LaGue. Vote - All in favor.

Mary S Wissell

Assistant to the Sewer Commission

Date Approved: