

**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 / Gary Laroche (Alternate)**

**Regular Meeting  
Monday March 26, 2018  
Approved Minutes**

**Present: Rob Allen (RA) Chair, Henry Lague Jr. (HL), Wayne Lamberton (WL), John Charissakis (JC), Jason Merrill (JM), Nathaniel Fredericks (NF), Ron Mercier (RM), Dean Hedges (DH), and Thomas Badowski (TB).**

**Absent: Gary Laroche (GL)**

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

**Public Comment -** JM introduced himself as an interested party to the Route 12 water/wastewater project as he owns property on VT Route 12. RA invited him to stay for the Route 12 discussion, later in the Agenda.

**STAFF REPORTS**

**Water Maintenance**

NF informed the Board that Berlin Health and Rehab, Hilltop Inn and Berlin Mall are planning connections to Berlin Water this spring. These connections represent 108 ERUs or 27,000 GPD. NF stated that he has cured a minor flooding problem in the water pump house by running heat tracing through the floor drain to the outside discharge. NF will get quotes on safety railing on the top of the water tank. NF will perform hydrant flushing in late spring. Discussion was had on the Route 302 bridge replacement and staff was directed to contact VT Trans to discuss wastewater infrastructure that may be in the affected area.

**Wastewater Maintenance**

RM completed repairs to Main Station, replacing a gate valve and removing various obstructions. RM will replace an inline T, eliminating a problematic sample port, when he replaces the next Main Station gate valve. RM reports the chart analyzer is inoperable and he is seeking replacement quotes. RM and Champlain Associates replaced floats in the Main Station. RM plans line cleaning to begin first week of June.

**February Water and Wastewater Use**

TB distributed in advance February water use report, indicating 833,169 gallons consumed and wastewater report indicating 6,088,300 gallons sent for treatment.

### **State Revolving Loan Application**

TB distributed in advance copies of State Revolving Loan Funding Application for the Paine Turnpike North Wastewater Improvements (PTN). Discussion was had on Project Cost Estimates and Reserve Funds outlined in the application. WL moved and JC second a Motion to apply for State Revolving Loan Funding for PTN. Motion passed unanimously.

### **Otter Creek Engineering Services Agreement**

TB distributed in advance a revised Engineering Services Agreement (ESA) with Otter Creek Engineering for PTN. Discussion was had on monetary liabilities and limitations of the ESA stated \$42,415 proposal. It was noted that half of this amount was eligible for reimbursement by State Revolving Loan Program, assuming use was for planning purposes. WL moved and HL second a Motion to execute the ESA. Motion passed unanimously.

### **Route 12 Infrastructure Extension**

JM again stated his interest in the Route 12 water/wastewater project. He stated that he was recreating Ellery Packard's cost estimate for the Route 12 sewer project. TB informed the Board that a letter, as written by Rob Halpert, Board counsel, to Ellery Packard, Weston's Mobile Home Park and Weston's Mobile Home Cooperative was mailed. To date no response was received. Staff was instructed to contact Mr. Halpert and request he reach out to the Cooperative's Title Insurer and appraise them of the stalled Route 12 project.

### **Proposed Water Operator Contract Extension**

A brief discussion on a proposed extension, which become effective July 1, 2018, and is for three (3) year term, to the current Simon Operating Services contract. WL moved and HL second a Motion to execute the extension agreement. Motion passed unanimously.

### **Berlin Water Agreement**

TB advised the Board that the Berlin Mall requests an increase in it Water System Agreement to 23 ERUs. After a brief discussion, WL moved and JC second a Motion to grant Berlin Mall 23 ERUs of water. Motion passed unanimously.

### **Berlin Water Company**

DH owner of Berlin Water Company (BWC) was in attendance to discuss the possible purchase of his water company by the Berlin Public Works Board. TB noted that, per documents supplied by DH, BWC has annual revenues of \$11,500. DH stated that no price increase has been enacted for 25 years. A general discussion as to the service line age and integrity was had. DH stated the service line is 6" off the hill and 8" on Route 302. When asked, DH stated that he was asking \$160,000 for BWC. Staff was asked to determine the annual cost of water testing for BWC. With that information, Executive Committee members, RA and WL will formulate an offer letter to DH for BWC.

**Minutes** – WL moved and JC second as Motion to approve the Minutes from February 26, 2018, Meeting as written. Motion passed unanimously.

**Warrants** – WL made a motion to approve Accounts Payable Warrant Report 18S15 for checks # 3100 - 3110 in the amount of \$51,127.89 with JC second. Motion passed unanimously.

WL made a motion to approve Accounts Payable Warrant Report 18W15 for checks # 10217 - 10220 in the amount of \$2,800.15 with JC second. Motion passed unanimously.

**Round Table –**

TB distributed three copies of Otter Creek Engineering’s “Preliminary Engineering Report” (PER) for the Water Source Capacity Evaluation and Groundwater Supply Targeting Study i.e. Well 4.

TB asked members to read the PER and return the copy for further distribution to other Board members.

**Adjourned** - Motion made by WL with second by JC to adjourn at 8:55 PM. Motion passed unanimously.

Thomas J. Badowski  
Recording Secretary  
Berlin Public Works Board