

**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 November 23, 2015**

**Present: Rob Allen, Chair; Henry LaGue, Wayne Lamberton, Dana Marineau,
Town Administrator Dana Hadley and Mary Wissell.**

**Meeting called to order at 7:00 P.M.
There was no meeting Monday November 9, 2015.**

Public Comment - none.

Town Administrator – Dana Hadley attended the meeting to discuss the proposed public sewer project on Route 12 in Berlin. Dana has met with Ellery Packard owner of Weston's Mobile Home Park and the State of Vermont re this project, Ellery is interested in learning more about both public water and sewer connections. If the mobile home park and other connections are made, the line would need to be bigger than the 2" line that would be installed solely for the State of Vermont GMTA (Green Mountain Transit Building) facility. All parties concerned will be meeting with Montpelier in the near future. Ellery Packard advised that he does not have any sewer problems at this time, but could start by connecting nine mobile homes in the near future. Question - how would the town get involved? Previously the Sewer Commission granted 300 gpd allocation to GMTA and advised Engineer Galipeau that the Commission considers this project a private line that discharges directly to the Montpelier Treatment Plant. Montpelier Public Works must be contacted to get their approvals before the project can move forward. Given the information that the mobile home park may be interested in hooking up to a public system the Commission may reconsider as it feels that they have a responsibility for Berlin residents and they asked Dana Hadley to continue to relay information from Packard's and the engineers.

Water Project - Dana Hadley reported that the water project will be closing for the season in the near future. The types of meters to be used will be a sensus meter and the unit of measure will be gallons. The operator, repairs and the involvement of the town highway personnel were discussed.

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Maintenance - Ron Mercier did not attend the meeting but emailed a message that there were no issues. The Green Mountain Power bill for Shaw's Pump Station has been running extremely high, Ron is monitoring this.

Minutes – Dana Marineau made a motion to approve minutes from the October 26, 2015 Meeting of the Commission as written. Wayne Lamberton 2nd the motion. Vote - All in favor.

Delinquents - A Delinquent Accounts Report was reviewed, the balance is lower than it has been for some time. Collection processes for some problem accounts were discussed.

Allocation Applications - Review of the allocation records revealed that up to date information for recently purchased parcels has not been filed. Mary Wissell is to research the Wastewater Permits for these parcels prior to contacting the landowners.

Warrants: Dana Marineau made a motion to approve Accounts Payable Warrant Report #16S9 dated November 9, 2015 in the amount of \$ 3,821.61 Checks #2752 – 2758. Henry LaGue 2nd the motion. Vote - All in favor.

Dana Marineau made a motion to approve Accounts Payable Warrant Report 16S10 dated November 23, 2015 in the amount of \$ 33,846.49, checks #2759 - 2764. Henry LaGue 2nd the motion. Vote - All in favor.

Round Table – None

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

Mary S Wissell
Assistant to the Sewer Commission

Date Approved: November 23, 2015