

**Town of Berlin Public Works Board
108 Shed Road
Berlin, VT 05602
(802)223-4405 x304**

Commissioners

**Rob Allen / Wayne Lamberton / Gary Laroche
Ted Long / David Sawyer**

**November 25, 2019
Approved Minutes**

Present: Rob Allen (RA) Chair, Ted Long (TL), Wayne Lamberton (WL), David Delcore and Thomas Badowski (TB).

Absent: Gary Laroche (GL), David Sawyer (DS)

Meeting called to order at 7:00 PM

Staff Reports

Paine Turnpike North Sewer Improvement Project (PTN)

PTN Bids are out with a preconstruction conference at 11 AM on December 9, 2019, at the Town Hall Office. Bids due date is by 1 PM on January 15, 2020. Bidding Documents can be obtained by contacting Otter Creek Engineering.

DRAFT Agreement between Otter Creek Engineers and Town of Berlin for the PTN Bid and Construction Phase received. TL to review and report back prior to next meeting. It was discussed that the DRAFT contained Budget Estimate for several Tasks including \$12,500 for Bid Phase Services. After a brief discussion, WL moved and TL second a Motion to pay the expenses associated with Bid Phase Services out of Capital Reserves. Motion passed unanimously.

Well #4

Rob Halpert still waiting on Sellers counsel for closing documents.

Route 12 Sewer Project

VTrans will hold their third meeting on December 17, 2019, bringing together those organizations that may be able to participate in funding the project. The Central Vermont Planning Commission is taking the lead role in this phase of the project.

Water and Sewer Allocation

TB anticipates Barrett Enterprises soon to request sewer allocation for their Paine Turnpike N parcels.

First in First is anticipated to soon request water allocation as property has recently been sold.

Municipal Wastewater Collection System Ordinance

TB distributed in advance DRAFT copies of a Staff vetted Ordinance. The Board reviewed the DRAFT in detail making changes, asking for clarifications and adding as they deemed appropriate. After a lengthy discussion TL moved and WL second a Motion to have Staff make the changes discussed tonight and redistribute to the Board for a final review. Assuming no further material changes a warranted, Staff directed to forward the Ordinance to the Berlin Selectboard for their consideration and adoption. Motion passed unanimously.

Next Meeting

The next meeting will be **December 9, 2019**.

Minutes – WL moved and TL second a Motion to approve the Minutes of November 12, 2019, as written. Motion passed unanimously.

Warrants

- WL made a motion to approve Sewer Accounts Payable Warrant Report 20S08 for checks # 3339– 3341 for a total of \$34,791.71 with TL second. Motion passed unanimously.
- WL made a motion to approve Water Accounts Payable Warrant Report 20W08 for checks # 10382 - 10387 for a total of \$5,402.64 with DS second. Motion passed unanimously.

Round Table

WL informed the Board that a new sewer lateral at 465 US Route 302 has been installed under Ron Mercier's supervision.

Adjourned - Motion made by WL with second by TL to adjourn at 7:57 PM. Motion passed unanimously.

Thomas J. Badowski
Recording Secretary
Berlin Public Works Board