

**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 / Ted Long (Alternate)**

**Regular Meeting
Monday October 08, 2018
Approved Minutes**

Present: John Charissakis (JC) Vice-Chair, Henry Lague Jr. (HL), Gary Laroche (GL), Wayne Lamberton (WL), Ted Long (TL), Robert Clark (RC), Ron Mercier (RM) and Thomas Badowski (TB).

Absent: Rob Allen (RA) Chair

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

Public Comment - None.

PAINE TURNPIKE NORTH SEWER IMPROVEMENTS PROJECT (PTN)

Robert Clark – Otter Creek Engineering

RC distributed a Revised Funding Alternatives & Impact on User Rates for PTN. Two funding sources, with varying degrees of availability, are possible; Vermont Revolving Loan Fund and USDA Rural Development. RC and TB met with officials from USDA to discuss the application process. Applications are due by December 21, 2018. With that in mind, WL Moved and HL Second a Motion to authorize TB and RC to prepare and submit on behalf of the Berlin Public Works Board, the required documentation to facilitate complete funding applications to both the USDA – Rural Development and State of Vermont Clean Water Revolving Loan Fund programs for the PTN. Motion passed unanimously.

RC discussed timing on bid solicitation, noting that due to VTrans winter constraints, PTN cannot break the construction into two phases as was previously considered. However, in an effort to alleviate the perceived difficulties of a jack and bore of Route 62, RC suggested a realignment of the water transmission line out of the existing Route 62 casing crossing and utilizing it for PTN. This realignment, if feasible, would require a directional bore of a replacement segment of water main, likely east of the Route 62/Paine Turnpike North intersection.

RC will schedule a 1 PM meeting with Robert Pelossi of the Vermont Revolving Loan Fund for October 17, 2018, with Executive Committee members, RA and WL.

STAFF REPORTS

September 2018 Water and Wastewater Use

TB distributed in advance September 2018 water use report, indicating 1,126,346 gallons produced and wastewater report indicating 4,499,400 gallons sent for treatment.

Well #4

TB explained that he continues to seek approval from the Vermont Land Trust, which holds a conservation easement on a potential Well #4 property, and has been working with the Trust to obtain their concurrence that a municipal water well is not contrary to the goals of the Trust's conservation easement. A meeting on October 11, 2018, with Otter Creek Engineering and a well driller at the Well #4 proposed well site to assess access is scheduled.

Public Fire Protection Access Fee (PFP)

TB distributed a DRAFT Resolution Establishing Public Fire Protection Access Fee which had been vetted by legal counsel. Several edits were discussed. WL mused that the current draft may not go far enough in capturing all sources of PFP revenue and requested staff to further consider fees for sprinkler systems.

Next Meeting

The next meeting will be **Monday, November 12, 2018**

Minutes – WL moved and HL second a motion to approve the Minutes from September 24, 2018, as written. Motion passed unanimously.

Warrants

- WL made a motion to approve Sewer Accounts Payable Warrant Report 19S07 for checks # 3188 - 3192 in the amount of \$5,197.33 with GL second. Motion passed unanimously.
- WL made a motion to approve Water Accounts Payable Warrant Report 19W06 for checks # 10267 - 102714 in the amount of \$4,005.63 with GL second. Motion passed unanimously.

Round Table

TB suggested a Tour of Facilities may be appropriate with the addition of new members and assumption of water management. All agreed and tour will be in November 2018.

Adjourned - Motion made by WL with second by HL to adjourn at 8:13 PM. Motion passed unanimously.

Thomas J. Badowski
Recording Secretary
Berlin Public Works Board