

**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**

**September 9, 2019  
Unapproved Minutes**

**Present: Rob Allen (RA) Chair, Ted Long (TL), Wayne Lamberton (WL), David Sawyer (DS) Diane Isabelle (DI), and Thomas Badowski (TB).**

**Absent: Gary Laroche (GL),**

**Meeting called to order at 7:00 PM**

**FY20 Budgets**

- TB distributed in advance copies of the DRAFT FY20 Water Budget reflecting a \$30 per ERU price increase, a \$63K Maintenance Reserve, and \$22K per year for ten years, as a payback of Town loan for Water Division start up. After a brief discussion, WL moved and DS second a Motion to approve FY20 Water Budget as presented, with revenues of \$347,455 and expenses of \$347,451. Motion passed unanimously.
- TB distributed in advance copies of the DRAFT FY20 Sewer Budget. This Budget reflects a combination of Base Rate (BR) and Variable Rate (VR) revenues. BR uses 240 gallon per day as its assumed billing point. Customer billing points for BR would be derived by dividing a customer's allocation or three year usage average, whichever is greater, by 240gpd. The DRAFT assumes 1,702 billing points invoiced quarterly at a rate of \$28 per quarter. VR assumes 64.152M gallons per year at a rate of \$.00874 per gallon. Total revenues are \$755,872 and expenses of \$755,380. A minimum charge of \$50 per quarter is assumed. After a lengthy discussion, the DRAFT was tabled for the September 23, 2019, meeting.

**Paine Turnpike North Sewer Improvement Project (PTN) - Robert Clark Otter Creek Engineering**

- USDA Loan Award letter received, \$2.2M at 2.75% for 30 years
- 90% Review Set Plans to be submitted to USDA
- Anticipate bidding project Fall 2019 with Spring 2020 start
- Discussion of chopper pumps with Board agreeing to their use
- Discussion of closing Paine Turnpike North during construction. Board instructed to bid project with that option and final recommendation to Selectboard will be based, in part, on cost savings
- Bids will include repairs to Crosstown Road water main pipe freeze issue
- Discussion as to whether to add Richardson Road phase with no resolution

**Well #4**

Closing documents for the two well locations are finalized with closing anticipated soon.

**Berlin Corners Sewer Improvement Project (BC)**

BC was not awarded. Those residents applying for allocation will have their checks destroyed and allocation application rescinded.

**August 2019 Water and Wastewater Use**

TB distributed August 2019, water use report, indicating 1,470,915 gallons produced and wastewater report indicating 5,334,600 gallons sent for treatment.

**Route 12 Sewer Project**

October 1, 2019, VTRANS has invited stakeholders to a Route 12 sewer project brainstorming session.

**Next Meeting**

The next meeting will be **September 23, 2019**.

**Minutes** – WL moved and TL second a Motion to approve the Minutes from August 15, 2019, as written. Motion passed unanimously.

**Warrants**

- WL made a motion to approve Sewer Accounts Payable Warrant Reports 20S03 for checks # 3306–3314 for a total of \$42,824.87 with DS second. Motion passed unanimously.
- WL made a motion to approve Water Accounts Payable Warrant Reports 20W03 for checks # 10357 - 10364 for a total of \$20,972.40 with DS second. Motion passed unanimously.

**Round Table**

TB suggests consideration of increase in Sewer Allocation fee. Current fee is \$2 per gallon. Barre Town is \$5, Waterbury is \$5.66, and Stowe is \$21.

**Adjourned** - Motion made by WL with second by DS to adjourn at 8:53 PM. Motion passed unanimously.

Thomas J. Badowski  
Recording Secretary  
Berlin Public Works Board