

**Town of Berlin Sewer Commission
108 Shed Road
Berlin, Vt 05602
(802)223-4405, Option 7**

**Commissioners
Rob Allen / Jim Hartson /
Henry LaGue Jr. / Dana Marineau
Assistant - Mary S Wissell**

**Regular Meeting
Approved Minutes
Monday October 13, 2014**

**Present: Rob Allen, Chair; Henry LaGue, Dana Marineau, Ron Mercier
and Mary Wissell.**

Absent: Jim Hartson

Meeting called to order at 7:25 P.M.

Public Comment - none.

Minutes – Dana Marineau made a motion to approve the minutes for September 22, 2014 Meeting as written. Henry LaGue 2nd the motion. Vote – All in favor.

Maintenance – Ron Mercier reported Green Mountain Pipeline started work on the seven sewer manholes that need repair on Granger Road. The repairs were approved at the June 24, 2013 Meeting of the Commission, repairs will be completed in approximately three days.

Scheduled maintenance reports submitted by Brookfield Service for the emergency generators at the Main; Partridge Farms and Shaw's Pump Stations. Problem found- the exhaust louvers at the Main Pump Station were not working. They were opened manually, an electrician will repair.

Montpelier Public Works –A letter dated October 9, 2014 from Phelps Engineering Inc commenting on City of Montpelier's response to the Commission re billing questions was discussed. It was decided that Phelps Engineering should be invited to the next Commission Meeting to determine how the actual billing should be prepared.

Kohl's Allocation Application - An allocation application was submitted requesting 2,220 gpd allocation for Kohl's Retail Store on an undeveloped lot in Berlin. The application listed existing allocation. The parcel of land (OSA6-003-100) does not have any allocation. The check received was for \$ 4,400 instead of \$ 4,440.00. At the Meeting of the Commission, Monday October 13, 2014, it was decided that the allocation will be granted after a corrected application and check is received.

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Financial - The monthly balance sheet was reviewed. Pump Station expenses continue to be low. The allocation certificate of deposits were reviewed, there is presently \$ 13,824.79 in allocation fees in a regular bank account, anticipated allocation funds of \$ 4,440. Mary Wissell is to check interest rates for certificates of deposits so these monies can be transferred to a cd rather than the regular bank account.

Delinquents - Individual Delinquent Accounts were discussed. The Treasurer has filed and has received small claims judgments on some accounts. If the customers have defaulted on payments in the past, and they default on this judgment, the Commission will ask the Treasurer to proceed with tax sales. The Treasurer will be proceeding with a tax sale for four other very delinquent accounts unless payments are received in the near future.

Clark, LaGue Park, 120 Bennington Drive. The last bill sent to Clark for service was July 2012. The mobile home has been destroyed, repeated notices have been sent to Clark's new address. Clark has no assets in the Town of Berlin at this time. Dana Marineau made a motion to write this account off as uncollectable. Henry LaGue 2nd the motion. Vote – All in favor.

Henes, LaGue Park. The mobile home was abandoned, it is still in the park but not on a lot. Efforts have been made to collect the delinquent monies, a tax sale was attempted but no one bid on the mobile home. Dana Marineau made a motion to write this account off as uncollectable. Henry LaGue 2nd the motion. Vote – All in favor.

Warrants - Dana Marineau made a motion to approve Accounts Payable Warrant Report #8 dated October 13, 2014, checks #2605 thru #2609 in the amount of \$ 2,893.31. Henry LaGue 2nd the motion. Vote – All in favor.

Round Table - none.

Adjourned - Meeting adjourned at 9:00. Motion made by Dana Marineau, 2nd by Henry LaGue. Vote - All in favor.

Mary S Wissell
Assistant to the Sewer Commission

Date Approved: