



**Town of Berlin
Municipal Office Building
108 Shed Road**

**Berlin, VT. 05602
Regular Select Board Meetings
1st & 3rd Monday of Each Month
Monday October 1, 2007
7:00 PM**

Selectboard Members Present: Pat McDonald, Chair; Don Blanchette, Vice Chair; Kitty Langlois, Secretary; Brad Towne; and Laura Plude. All action is unanimous unless otherwise stated.

Unapproved Minutes

Pat McDonald called the meeting to order at 7:00 PM.

Public Comment

John Hurley asked if someone creates a racetrack in a class 4 road do they need a permit. **Pat McDonald** stated that it sounded like they needed more information on that and that Jeff should do some research on it.

Town Treasurer

Patti Lewis reviewed the preliminary budget status report for September. **Patti** had flagged Office Supplies as we are going over budget on that item. **Jeff Schulz** stated that he would have a summary of purchases for the next meeting. **Patti** reported that the Town Clerk purchased a laptop for \$1800 but that she received a grant for this amount for this purchase. **Don Blanchette** noted that the Planning Commission and Listers budget were over budget. **Patti Lewis** clarified the Listers budget for the Board. **Jeff** pointed out that these numbers are not finalized for the month.

Old Business

Crosstown Road Project Update

Jeff Schulz reviewed the progress on the Crosstown Road Re-stabilization Project. Construction has started and is quite impressive to see. About 50% of the excavation has been completed. There may need to be some re-engineering of the project. **Don Blanchette** asked that **Jeff** take some photos of the work being done to put on the website to keep people up to date.

Scott Hill Road Project Update

Jeff Schulz reported that the road is open once more. Richard Tetreault, Road Superintendent, reported that the guardrails need to be replaced and there are some drainage issues to address. Otherwise this project is 90% finished and it will be completed this year.

Comstock Road

Jeff Schulz reported that this road is now closed. The Road Crew is working on culverts and ditches. Richard Tetreault reported that he hopes that the work on Comstock Road will be finished this week. They will use some of the material taken out of Scott Hill Road to rebuild Comstock Road. **Jeff** reminded the board that we did get a grant for this project. We will be getting reimbursed when the work is finished.

Partridge Road Update

Jeff Schulz reviewed the correspondence from **Fecteau Homes** which states that the road base meets or exceeds AOT standards and **Fecteau Homes** plans to pave the road this year. Then next year request the Town accept the road. This does not include Hideaway Road. **Jeff** reported that there is a section of the road from the intersection of Point Ridge Road that is still private. **Fecteau** plans to pave this section and ask the town to accept this section as well. There was some question as to whether borings had been done on this section and the town conceded that borings should be done on the section of this road.

New Business

Trucking Bids Opened

Jeff Schulz reviewed the bids for trucking the winter sand and Plant Mix. We did receive four bids for each of these. **Pike Industries, Newton Construction, B & R Powers, and Stone Construction** submitted bids for the Winter Sand. **Pike Industries** was the low bid at \$4.10 per cubic yard. **Richard Tetreault** and **Jeff Schulz** recommend that the board accept the bid from **Pike Industries** for the winter sand trucking. Motion by **Laura Plude** to accept the winter sand trucking bid from **Pike Industries**. Second by **Don Blanchette**. Motion carried 5-0.

Jeff Schulz reported that we received bids from **Pike Industries, Newton Construction, B & R Powers, and Stone Construction** for trucking the Plant mix material. The low bid was from **Stone Trucking** at \$4.25 per cubic yard. **Richard Tetreault** and **Jeff Schulz** recommend that the board accept the bid from **Stone Trucking**. Motion by **Don Blanchette** to accept the bid from **Stone Trucking** to truck plant mix. Second by **Kitty Langlois**. Motion carried 5-0.

Appointment of the Berlin Methadone Clinic Advisory Committee

Pat McDonald reported that the board had discussed establishing an advisory committee for the Berlin Methadone Clinic. There will be a meeting on Wednesday night. There are five people from Berlin who want to be on this committee. **Pat** asked the Board if they want the committee to be convened of Berlin residents or the longer committee with the BAART's people. **Pat** would like to meet with this committee for about six months or so and then put them on hold in case there is an issue with the Berlin site. The people interested are: **Linda Couture, Peggy Moon, Tom Williams, Ricky Richardson, Diane Nichols-Fleming and Bill Jennings**. **Pat** will be an alternate for this committee. The other people interested in being on this committee are: **Paul Dupre, Allen Aiken, Rebecca Bowen, and Don Mandelkom**. The plan is to have this committee meet and get updated on the situation and then have a Public Forum so that people can voice concerns. Motion by **Brad Towne** to appoint **Linda Courture, Peggy Moon, Tom Williams, Ricky Richardson, Diane Nichols-Fleming and Bill Jennings** to the Berlin Methadone Clinic Advisory committee. Second by **Don Blanchette**. Motion carried 5-0.

Appointment of Berlin Health Officer

Pat McDonald reviewed the vacancies in this position. **Pat** stated that we really need a health officer and a deputy. **Jeff Schulz** reported that the Selectboard Chair is picked by the State if there is no Health Officer. **Kitty Langlois** stated that in past years the town has had a nurse and an E.M.T. as the Health officer and deputy. **Kitty** suggested asking someone in the medical field to take this position or at least recommend someone for this position

Appointment to Other Boards and Commissions

Pat McDonald reviewed the vacancies for town sewer officer as well as a deputy as well as the vacancies on other boards and commissions. **Kitty Langlois** stated that more people are needed for the Economic Development Council. **Susan Gretkowski** is interested in being involved on the Water Supply Steering Committee as well as an alternate on the Development Review Board. Motion by **Don Blanchette** to appoint **Susan Gretkowski** to the Water Supply Steering Committee and as an alternate for the Development Review Board for a period of one year. Second by **Laura Plude**. Motion carried 5-0.

The Planning Commission is in need of people to fill out that board. **Carl Parton** has stepped down as chair of that committee.

The Town Center Task Force has two vacancies to fill. The board needs to appoint **Carol Lacasse** and **Anita Flanagan** to the Post Office Committee. Motion by **Don Blanchette** to appoint **Carol Lacasse** and **Anita Flanagan** to the Post Office Committee. Second by **Kitty Langlois**. Motion carried 5-0.

Pat McDonald asked **Jeff Schulz** if a person does not show up for a number of meetings do the different committees have rules or bylaws that state that they may terminate that person from their committee. **Jeff** answered that yes, some committees have bylaws to that effect. The Economic Development Council is one of these committees. It is up to the Selectboard to determine if this can happen. After some discussion on how best to advertise these vacancies, **Betty Jaworski** suggested that we use the community calendars on the public television stations (i.e. Orca, CVTV) to advertise for these vacancies.

Post Office Committee Update and Proposal

Pat McDonald reported that the Post Office Committee would like to rename the Berlin part of US Route 302. She wanted feedback from the board on this issue. The Post office committee would talk to area businesses to see if they favored this idea. They already have the go ahead from **Rob Halpert** and **AOT**. A contest would be held to rename this portion of the road. The board received this idea favorably and approved of this issue. The Post Office committee has broken up into small groups to meet with the three post masters that serve Berlin.

VLCT Municipal Policy

Jeff Schulz reviewed the VLCT Municipal Policy and asked for any concerns to be voiced. This Policy is going to be voted on at the VLCT Town Fair. After some discussion on particular areas, there was no objection raised to this Policy as a board and **Jeff** was instructed to support the VLCT Agenda.

Amusement Ordinance Permit from Sally Owen

Jeff Schulz reviewed the Amusement Permit for a walk around Berlin Pond. **William Jennings**, Chief of Police reviewed this permit and made some recommendations. The recommendations included informing the residents around that area of what is happening beforehand, walking on the shoulder and one lane of the road, and being courteous of traffic. The Berlin Police Dept. will also have an officer on hand to handle traffic concerns. **Jeff** recommended approval with the Police Chief's comments. **Sally Owen** stated that abiding by the police concerns would not be a problem. Motion by **Don Blanchette** to approve the application for an amusement permit by **Sally Owen**. Second by **Kitty Langlois**. Motion carried 5-0.

Application to Work in the Right of way by Stone Underground Construction

Jeff Schulz reviewed the application to work in the right of way by **Stone Underground Construction** on Point Ridge Road. **Richard Tetreault**, Road Superintendent, has conducted a site visit and recommends that the line be a minimum of 36" below grade and that a minimum of 12 feet separate the cable from the existing culvert. Motion by **Don Blanchette** to approve this application upon receiving a project cost and a 10 % bond from **Stone Underground Construction**. Second by **Brad Towne**. Motion carried 5-0.

Town Administrator

Jeff Schulz reported that we have sent out letters to area businesses seeking advertisements for the Town Newsletter and have received some responses. Emails have been sent to various committees asking for articles. **Pat McDonald** suggested asking the Appraisers, Emergency Management Team, and the Highway Dept. on the various projects. **Kitty Langlois** suggested an article about the Economic Development Council Study.

Pat McDonald reported that we are working with FEMA to get reimbursed for storm damage in July 2007. **Pat** reported that a letter was sent to AOT regarding concerns raised about the FEMA Flood Maps. We have been working with legislative delegates who met with FEMA and FEMA is receptive about slowing the process down. They will be meeting with the different towns to address concerns. The modeling was not done with information from other sources but on its own. The Route 62 and Fisher road study committee will be meeting on Oct. 16 at the Municipal Office. Water Supply committee has been meeting with Otter Creek working on 3 alternatives for proposals for the water system and is looking forward to that study.

Approval of Licenses, Permits, Vouchers, Applications

Pat reported that there was a claim for a broken window and lock on a car that the town was not going to pay. She found out from **Bill Jennings** that the officer did not have the driver sign the form to acknowledge that this was happening at their own risk so the town was obligated to pay for the broken window and lock.

Motion by **Don Blanchette** to approve the licenses, permits, vouchers and applications as presented. Second by **Laura Plude**. Motion carried 5-0.

Motion by **Brad Towne** to adjourn the Selectboard and enter the Liquor Control Board. Second by **Laura Plude**. Motion carried 5-0. **Jeff Schulz** reviewed the application by **Applebees** to change their corporate name and to request a liquor license under the new corporate name. Motion by **Don Blanchette** to approve of the liquor license for **Applebees**. Second by **Kitty Langlois**. Motion carried 5-0. The board discussed the Ming Moon hearing later this month by the State. Town Clerk, **Rosemary Morse** will provide the

decision of this hearing when the time comes to renew this license. Motion by **Brad Towne** to adjourn the Liquor Control Board and reconvene the Select Board. Second by **Don Blanchette**. Motion carried 5-0.

Approval of Minutes from Previous Meetings

After review of the minutes of 9/5 meeting, motion by **Laura Plude** to approve these minutes with changes. Second by **Don Blanchette**. Motion carried 3-0 with 2 abstaining. After review of the minutes of 9/17 meeting, motion by **Brad Towne** to table these minutes until the next meeting. Second by **Laura Plude**. Motion carried 5-0.

Correspondence

Roundtable

Pat McDonald thanked everyone who attended the Emergency Management Meeting. There will be more meetings and may have others who are interested in attending and getting involved.

Kitty Langlois thanked the road crew for all of the good work they have been doing. She also stated that one of the speed limit signs on Hill Street Extension is down.

Pat McDonald stated that the guard rails on Vine Street needs repair and was advised by **Richard Tetreault** that it is on the agenda for repair.

John Hurley asked that the board approve him attending a workshop on Agriculture through the VLCT.

Pat McDonald asked if the Planning Commission had approved for him to attend using their budget money.

Executive Session anticipated – Personnel Issue

Motion by **Don Blanchette** to enter into Executive Session. Second by **Brad Towne**. Motion carried 5-0.

Motion by **Don Blanchette** to exit Executive Session. Second by **Brad Towne**. Motion carried 5-0.

The Selectboard meeting adjourned at 9:40 PM

For the Select Board:

Rebecca Richardson, Administrative Assistant