



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

**Berlin, VT. 05602
Regular Select Board Meetings
1st & 3rd Monday of Each Month**

**Monday, August 3, 2009
7:00 PM**

Selectboard Members: Brad Towne, Chair; Susan Gretkowski, Vice Chair; Roberta Haskin, Secretary; Jonathan Goddard, Nancy Driscoll. Present: Jeff Schulz, Town Administrator. Absent: Patti Lewis, Town Treasurer. All items are unanimous unless otherwise noted.

UNAPPROVED MINUTES

Brad Towne called the meeting to order at 7:00 PM.

Public Comment

Bob Simon stated that the storeroom at the Fire Dept. that is used by the Police Dept. needs to be cleaned out so that the Fire Dept. could use that space.

Treasurer's Report

Jeff Schulz stated that the financial year is ended and there was a deficit of approximately \$46,000.

Old Business

Water Supply Project

Jeff Schulz stated that the test well was drilled on the Dodge Farm property some time ago and the results were approximately 65 gallons per minute. He also stated that the expectation was to have 120 gallons per minute and the Board had authorized sending out an RFP for drilling a second well. **Jeff** stated that an RFP was sent out asking for prices on drilling a second and third well and he received three bids. **Nancy Driscoll** read the bid from **Benedini Well Company** from Berlin: the cost for drilling and testing of a second well was \$25,384, and cost for drilling and testing a third test well was \$9,384. **Susan Gretkowski** read the bid from **Johnson Artesian Well Drilling** from Jericho: the cost for the second well drilling and testing is \$14,165.15, and cost for drilling and testing of a third well is \$10,915.15. **Jonathan Goddard** read the bid from **H.A. Manosh Drilling** from Morrisville: the cost for the drilling and testing of a second well is \$14,050, and cost for the third well drilling and testing is \$9,050. **Jeff Schulz** stated that the Board needs to have a contingency plan for accepting approval of the third well if needed. He stated that the Board needs to consider whether they would have the same company drill a third well if needed to save money on mobilization. There was discussion of the bids and condition of the road to the drill sites. Motion by **Susan Gretkowski** to approve the bid from **H.A. Manosh** to drill a second and third well, if needed, on the Dodge Farm property with the results of testing on the second well be communicated to **Jeff Schulz** and to authorize **Jeff** to approve drilling of the third well, if necessary. Second by **Nancy Driscoll**. Motion carried 3-0 with 1 abstaining.

Regional Services Committee

Jeff Schulz stated that the Board had discussed this issue at the last meeting of the Board and was tabled until this meeting. He stated that the Chamber of Commerce has asked the Board to appoint a member of the Board and a member from the community to serve on a Regional Services Committee with the goal of studying regionalization of public safety services. **Nancy Driscoll** stated that she is in favor in moving ahead with the discussions on regionalization and would volunteer to be the Board member on this committee. She stated that she had concerns with the list of possible options for regionalization. **Susan Gretkowski** stated that she also wants to move forward with the discussions but that the Town is a long way

from making any decisions on this issue. **Roberta Haskin** stated that she thinks the discussion should move ahead with Berlin's participation and that she would like more background on prior discussions regarding regionalization. **Jonathan Goddard** agreed with the rest of the Board and he stated he would like to know what savings there would be in participating in regionalization. **George Malek** suggested that the committee members should be made up of equal members of the Selectboard and the residents. **Nancy Driscoll** volunteered to serve on the Regional Services Committee and **Jonathan Goddard** volunteered to be an alternate on that committee.

Emergency Medical Services Discussion

Jeff Schulz stated that the Berlin Fire Dept. gave a presentation on proposed EMS services which would consist of a staff of volunteers and paid staff. He stated that the Fire Dept. wanted the Selectboard review the presentation and give their support of this project. **Susan Gretkowski** asked if the Fire Dept. has made a decision on whether to move ahead with the EMS services. **Scott Bagg**, Assistant Fire Chief, responded that the Fire Dept. has not yet met to discuss this issue, they will meet on Tuesday to discuss whether to move ahead with the EMS services and will have a final answer for the Board by Wednesday. **Jeff** added that he received a letter from Barre City with a summary of their ideas of EMS and regionalization along with their proposal of EMS and Fire Services in Berlin.

Renewal of Animal Control Agreement

Jeff Schulz stated that Barre Town has submitted a new agreement for Animal Control Services. **Jeff** stated that at one time this position was vacant and that Barre Town has now appointed a new Animal Control Officer and would like to continue contracting those services to Berlin. He stated that the revised agreement stayed the same with the same hourly pay of \$14.25 per hour and he recommends signing this agreement. Motion by **Susan Gretkowski** to sign the Animal Control Agreement with Barre Town effective July 1, 2009. Second by **Jonathan Goddard**. Motion carried 4-0.

New Business

Paving Bids

Jeff Schulz stated that an RFP was advertised for paving bids to fill potholes and overlays and received two bids. He stated that the bid last year was \$135 per ton and we used approximately 275 tons. **Susan Gretkowski** read the bid from **Green Mountain Paving & Seal Coating** for \$119 per ton for Hot Mix Overlay and \$119 per ton for pothole filling and they did not include an insurance form. **Nancy Driscoll** read the bid from **Pike Industries** for \$145 per ton for hot mix overlays and no bid for pothole filling, they did include an insurance form. **Jeff** stated that the Board could make the acceptance conditional on receiving the insurance form. Motion by **Susan Gretkowski** to accept the bid from **Green Mountain Paving & Seal Coating** for \$119 per ton for both the hot mix overlays and pothole filling contingent upon receiving an insurance certificate. Second by **Nancy Driscoll**. Motion carried 4-0.

COPS Hiring Recovery Program

Jeff Schulz stated that **Chief Wolfe** had submitted a grant application to hire another officer under the COPS Hiring Recovery Program. He stated that under this program the grant would cover the base pay and benefits for an officer for a period of three years with the condition that the Town employ the officer for one year after the grant period ends. **Jeff** stated that Berlin had received the grant award in the amount of \$196,000 over three years. He stated that Montpelier and Berlin were the only towns in Washington County that received the grant awards. **Jeff** stated that according to the conditions of the grant, the Town has 90 days to make a decision on this issue. He stated that **Chief Wolfe** wants to present this grant to the Board and **Jeff** recommends that they put off discussion of the grant award until the next scheduled meeting. Motion by **Nancy Driscoll** to table this discussion until the next scheduled meeting to allow **Chief Wolfe** to attend. Second by **Roberta Haskin**. Motion carried 4-0.

Engineering Services Agreement for Paine Turnpike Paving

Jeff Schulz stated that he is in the process of putting together the bid paperwork to VAOT and he received an engineering proposal from Dubois & King for this project. He stated that according to the grant conditions the Town needs to submit detailed engineering plans. **Jeff** stated that he had contacted Dubois & King because they do a lot of work with VAOT and the Town. He stated that the proposal for putting together the engineering plans is approximately \$6,900 which exceeds what the Town usually looks for in cost for this service. **Jeff** added that the Town's purchasing policy states that anything over \$5,000 should

go out to bid but that the Board could waive that policy and he recommends that the Board waive this policy due to the timeline of the grant conditions the Town needs to meet. Motion by **Roberta Haskin** to accept the proposal from Dubois & King for engineering services for Paine Turnpike and waiving the bid process in the best interest of the Town. Second by **Nancy Driscoll**. Motion carried 4-0.

Request to Work in ROW on Comstock Road – Eustis Cable

Jeff Schulz reviewed the application by **Eustis Cable** to install cable in the Town right of way on Comstock and Granger Road. He stated that this work is being done for Comcast and **Richard Tetreault**, Road Superintendent, reviewed the application and recommends approval with the condition that the line is at least 48” in depth. Jeff stated that he had received the required bond for this application. Motion by **Jonathan Goddard** to approve the application to work in the right of way on Comstock and Granger roads by **Eustis Cable**. Second by **Susan Gretkowski**. Motion carried 4-0.

Town Administrator Report

Jeff Schulz stated that the line striping has started on Airport and Fisher Roads. **Nancy Driscoll** stated that earlier this year someone had brought up the idea of using a material that wears longer for striping the roads and asked what had become of that discussion. **Jeff** responded that although there is a material that wears longer it is much more expensive and you need a person qualified in that material to do the striping.

Jeff stated that the Auditors had been in to audit the Town’s financial records and they are preparing their written report. He stated that the Road Crew has been working on a ditching project on Mirror Lake and Brookfield Roads.

Jeff stated that he had received the preliminary revised FEMA Flood Maps and **Robert Wernecke** had reviewed them and compared the new maps to the old FEMA Flood Maps. He stated that they are comfortable with the revised maps.

Jeff stated that he had received the Town Fair brochure from VLTC. He stated that the Town Fair is a good way to attend workshops and meet other members of different towns. He added that the Town Fair is being held in Barre this year.

Approval of Licenses, Permits, Vouchers and Applications

Motion by **Susan Gretkowski** to approve the licenses, permits, vouchers and applications as presented. Second by **Jonathan Goddard**. Motion carried 4-0.

Approval of Previous Meetings Minute(s)

After review of the minutes from July 20, motion by **Nancy Driscoll** to approve the minutes as presented. Second by **Jonathan Goddard**. Motion carried 3-0 with 1 abstaining.

Roundtable

There was no round table discussion.

Executive Session

Motion by **Nancy Driscoll** to enter into Executive Session at 8:30 PM. Second by **Jonathan Goddard**. Motion carried 4-0.

Motion by **Susan Gretkowski** to exit out of Executive Session and adjourn the Selectboard meeting at 9:15 PM. Second by **Jonathan Goddard**. Motion carried 4-0.

For the Select Board:

Rebecca Richardson, Administrative Assistant