



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

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

**Monday, July 20, 2009
7:00 PM**

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

UNAPPROVED MINUTES

Susan Gretkowski called the meeting to order at 7:00 PM.

Public Comment

There was no public comment.

Treasurer's Report

Patti Lewis reviewed the loan amendment for the Water Planning Loan in the amount of \$16,900. **Nancy Driscoll** asked what this loan amendment would cover. **Jeff Schulz** stated that the amount of this loan would cover the initial well drilling and testing. **Jeff** added that he had contacted the State and additional loan money is available for a second test well. **Susan Gretkowski** stated that it was her understanding that the Board had previously authorized spending the funds for the first well and this is authorizing the Chair to sign the loan document. Motion by **Nancy Driscoll** to approve **Susan Gretkowski** to sign the loan amendment for well drilling. Second by **Jonathan Goddard**. Motion carried 3-0.

Approval of Reserve Fund Balances

Patti Lewis reviewed the list of fund balances to reserve. She stated that among those was the fund balance for Lister Training in the amount of \$523.00; Tax Map funds for \$1,000; the Town Center Task Force budget of \$3,000 and the Economic Development Council budget for \$2,000; the Recreation fund balance of which **Patti** recommends reserving \$2,500; and the Police Dept. Community Fund in the amount of \$2,746.00. Motion by **Jonathan Goddard** to accept the proposed reserve fund balances for fiscal year 2009 to be used in fiscal year 2010. Second by **Nancy Driscoll**. Motion carried 3-0.

Patti reviewed the preliminary budget status for June 30th. **Patti** stated that there is a deficit of approximately \$46,413, but that she has not yet completed the adjustments.

Old Business

Water Supply Project

Jeff Schulz stated that he had received a well completion report on the test well that was drilled on the Dodge Farm property. The report states that the well was drilled to a depth of approximately 600 feet and water was found at 65 gallons per minute. **Jeff** stated that he had not yet received a water quality test report on that well. **Jeff** stated that the Board had authorized the advertising for proposals to drill more test wells. He stated that proposals will need to be received by August 3, 2009 and a site visit is proposed for July 30th. **Valerie Cyr** asked what happens to the wells if the Town does not use them. **Jeff** responded that if the Town declined to use the drilled wells then ownership would revert to the property owner. **Valerie** was concerned about not using the drilled wells that the tax payers paid for and then having the wells revert back to one property owner at the tax payers' expense. **Romeo Cyr** asked how many wells will be drilled. **Jeff** responded that the Town has already drilled one well and now going to go ahead with a second well with a potential for a third well. **Romeo** asked why the Town is drilling the wells when they could pay for water from Montpelier's water supply. **Jeff** responded that the purpose was to create a Town water supply in

place of approximately 17 contaminated wells in Town and that it would be less expensive than buying water from Montpelier. He also stated that some of the larger companies in Town expressed interest in using the Town's water source such as Central Vermont Medical Center and Blue Cross Blue Shield of Vermont. **Nancy Driscoll** asked that when the Town contracts for a second drilled well and found need to drill a third well, would they ask the drillers that are already on site to drill the third well or have to pay extra set up costs at that time. **Jeff** responded that that discussion would have to take place with the Board closer to that time.

Winter Sand Bids

Jeff Schulz stated that the Board had tabled the winter sand bids until they received the test results. He stated that the test results pertain to the grain size of the sand and the percent retained and the percent passing. He read the test results for winter sand from Pike Industries: the percent retained was 94% and 97%. **Jeff** read the test results for St. Cyr: the percent retained was 83% and 93%; the results for Hebert Excavating were 75% and 92% retained. **Nancy Driscoll** read the bid amounts for winter sand. Pike Industries was \$10.15 delivered for a total of \$50,750; St. Cyr was \$13.65 delivered for a total of \$68,250; and Hebert was \$10.50 delivered for a total of \$50,000. **Jeff** stated that based on price delivered and quality of material he recommends accepting the winter sand bid from Pike Industries. Motion by **Jonathan Goddard** to accept the bid for winter sand from Pike Industries in the amount of \$10.15 per cubic yard delivered. Second by **Nancy Driscoll**. Motion carried 3-0.

New Business

Municipal Planning Grant

Jeff Schulz stated that every year the State offers municipalities grant money for municipal planning. He stated that the Planning Commission had reviewed the advertisement from the State and would like to apply for a Planning Grant to update the Town Plan. **Nancy Driscoll** asked what amount the Planning Commission would be asking for in the grant process. **Jeff** replied that they were not yet sure of an exact figure. **Susan Gretkowski** asked if by authorizing the Planning Commission to apply for the Planning Grant, would the Selectboard be leaving the amount up to the Planning Commission. **Jeff** responded that yes that would be the case. The Board decided to let the Planning Commission address the Selectboard in their next regularly scheduled meeting to decide on a cost amount to apply for in the grant process.

Request to Work in ROW by Town & Country Honda – Paine Turnpike North

Jeff Schulz stated that Town & Country Honda received approval to build an addition to their building and would like to put in a temporary entrance for construction purposes. **Jeff** stated that **Richard Tetreault** had reviewed the application and recommended that an adequate amount of material be put down for the road that would negate any damage to the Town road and that the site be restored to pre-construction condition. **Jeff** stated that he had not yet received the bond for this project and the Board has two options, to condition approval on receiving the 10% bond or to table this issue until receiving the bond. **Jeff** stated that he recommends that the Board approve the application conditional upon receiving the necessary bond. **Susan Gretkowski** asked how the work in the right of way on Paine Turnpike North would affect the paving project for that road. **Jeff** responded that as long as Town & Country Honda does not cut into the pavement we should be able to work around their project and does not recommend holding up the Town & Country Honda project because of the Town paving project. Motion by **Nancy Driscoll** to approve the application to work in the right of way by Town & Country Honda on Paine Turnpike North conditional on receiving the 10% bond before construction may begin. Second by **Jonathan Goddard**. Motion carried 3-0.

Regional Services Committee

Jeff Schulz stated that the Board had previously received a general summary of a meeting regarding the regional services committee sponsored by the Chamber of Commerce. He stated that the Chamber ask that the Selectboard endorse the concept of a regional services committee and that the Board appoint a member of the Selectboard to serve on that committee. **George Malek**, Chamber of Commerce, stated that the next meeting on this issue is scheduled for August 20, 2009 for the purpose of letting the different municipalities involved get to know each other and to exchange ideas. **Susan Gretkowski** stated that the Board has not really had any discussions regarding this committee and should table this discussion until the full Board can meet and discuss a regional services committee. **George Malek** suggested making appointments to this committee to report back to the Board on discussions surrounding regional services not to act on the issue. The Board tabled this discussion until their next regularly scheduled meeting.

Discussion of Berlin Fire Department EMS Presentation

Jeff Schulz stated that the Board had the opportunity to visit the Berlin Fire Station and was given a presentation on Berlin EMS Services. He recommended tabling this discussion until the next regular meeting of the Board.

Appointments to EDC - Dan Cambra, Carole LaCasse, Anita Flanagan

Jeff Schulz stated that the Economic Development Committee has been meeting every other week and their membership is increasing. He also stated that the vacancies had been advertised, posted in the newsletter and on the website for anyone interested in the different committees. Motion by **Nancy Driscoll** to appoint **Dan Cambra, Carole LaCasse, and Anita Flanagan** to the Economic Development Council. Second by **Jonathan Goddard**. Motion carried 3-0.

Town Administrator Report

Jeff Schulz stated that the Airport Project has gone out to bid with a pre-construction meeting on August 14th. He stated that if everything continues along schedule there should be trucks traveling the roads in September. **Betty Jaworski** asked what route the trucks would take for this construction. **Jeff** responded that the primary route would be on Airport Road and the State roads.

Jeff stated that **Patti Lewis** had provided the final tax rate information and that the municipal rate had decreased this year. He stated that the Board of Adjustment would be meeting this month.

Jeff stated that the Road Crew has started ditching work on Mirror Lake Road and Brookfield Road. He stated that this ditching would be paid for in part by a Better Back Roads grant in the amount of approximately \$9,000. **Jeff** stated that a few of the residents in that area were concerned that the Japanese Knotwood invasive plant was being spread due to this work and he is working on eliminating that problem.

Jeff stated that he attended a workshop on the Federal Stimulus Money the Town received for the paving of Paine Turnpike North. Also, it is not clear whether this work can be completed this fall due to the Federal bidding and permitting requirements.

Approval of Licenses, Permits, Vouchers and Applications

Motion by **Jonathan Goddard** to approve the licenses, permits, vouchers and applications as presented. Second by **Nancy Driscoll**. Motion carried 3-0.

Approval of Previous Meetings Minute(s)

After review of the minutes from July 6, motion by **Jonathan Goddard** to approve the minutes with changes. Second by **Nancy Driscoll**. Motion carried 3-0.

After review of the minutes from July 13th Special Meeting, motion by **Nancy Driscoll** to approve the minutes with an attachment. Second by **Jonathan Goddard**. Motion carried 3-0.

Roundtable

There was nothing for roundtable.

Executive Session

Motion by **Nancy Driscoll** enter into Executive Session at 8:35 PM. Second by **Jonathan Goddard**. Motion carried 3-0.

Motion by **Jonathan Goddard** to exit out of Executive Session and to adjourn the Selectboard meeting at 9:00 PM. Second by **Nancy Driscoll**. Motion carried 3-0.

For the Select Board:

Rebecca Richardson, Administrative Assistant