



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

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

**Monday, June 15, 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; 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

Norb Rhinerson stated that the Historical Society wants to invite the Board to the History Expo at the Pavilion in Montpelier on Saturday from 10:00-5:00. He also asked what the plans were to fix the Town roads due to the many potholes. **Brad Towne** stated that the potholes will be filled when the Road Crew does their annual patching. **Norb** stated that Scott Hill Road has some cracks in the pavement and asked if the Town fills cracks. **Jeff Schulz** stated that crack filling was still an accepted practice in maintaining roads. **George Malek** congratulated Berlin on the attendance at the meeting of municipal officials at the Chamber of Commerce. **Betty Jaworski** stated that some fill had been put in the ditching on Partridge Road and the fire hydrant is sitting below grade in a plastic culvert and asked if anything could be done regarding this issue.

Treasurer's Report

Patti Lewis reviewed the budget status for the end of May. Brad Towne asked about the guardrail reserve and Patti stated that those reserve funds were from two or three years ago. Patti also presented the warrants to the Board.

Old Business

Crosstown Road Speed Study – Warn Public Hearing on Speed Limits

Jeff Schulz stated that at the last Board meeting the discussion started on lowering the speed limit on Crosstown Road, and the Police Department had done a speed study. **Jeff** stated that one of the questions centered on where on Crosstown Road the speed study was conducted and it was found that the study could have been done in a better place on the road. **Jeff** asked the Police Dept. to conduct another speed study, which was performed near the Howard Cemetery on Crosstown Road. He presented pictures of the area to the Board. **Jeff** stated that according to the latest study, 111 cars were studied, and 38 out of the 111 vehicles were going 35 mph. **Jeff** calculated the 85th percentile to be 34-35 miles per hour. **Susan Gretkowski** asked if they were looking to lower the limit on the entire road or portions thereof. **Jeff** stated that the State conducted a safety review of Crosstown Road and recommended signage which is or will shortly be in place and he does not recommend lowering the speed limit to 25mph. **Jeff** stated that 30 mph would be a reasonable speed for the majority of Crosstown Road and easier to enforce. **Nancy Driscoll** asked if there was something in the law that tells them to use this study to lower the speed limit or are people just driving too fast for the road conditions. **Jonathan Goddard** stated that keeping a consistent speed limit makes sense for the entire road. **Robert Wernecke** suggested that Crosstown Road is an important road for people to connect to the hospital, shopping and work, and that a complete safety audit was conducted in 2007. The recommendations set forth in that audit makes sense and did not recommend lowering the speed limit. **Bob** stated that the road is very safe at 35 mph and sees no sense in lowering the

speed limit as lowering the limit does not necessarily make the road safer. He also stated that enforcement is an issue on all roads in town. **Bob** suggested not lowering the speed limit. **Valerie Morse** stated that there have been too many accidents on Crosstown Road and lowering the speed limit would cut down on the accidents. Robert Wernecke suggested that the Town could get speed monitoring tubes through the CVRPC TAC to put on Crosstown Road in a number of places to count cars as well as speed on different sections. **Brad Towne** asked him to look into this further to see when we could get the tubes and how they would be set up. Motion by **Susan Gretkowski** to table this issue for a period of time to gather more data on a speed study through VTrans. Second by **Nancy Driscoll**. Motion carried 4-0.

Lister Update on Grand List

Jeff Schulz stated that at the last meeting the Listers had asked for an extension for filing the abstract of the Grand List. He stated that the abstract has not yet been filed but that the notice of changes in appraisal has been sent out. **Jeff** stated that it is important to get an update from the Listers on the Grand List process. The Board had some questions and needs clarification on several issues.

Treasurer Position

Jeff Schulz stated that the Charter Changes were approved by the Legislature and signed by the Governor. He stated that one of the questions that arose was the effective date of the appointed treasurer. **Jeff** stated that he sought three legal opinions on this issue and all agreed that unless the charter changes states when the changes become effective, the elected term will be carried out for the three year term. He stated that based on these legal opinions the Town does not have to hire a new treasurer until the end of the three year term.

New Business

Berlin Methadone Advisory Clinic Update

Jeff Schulz stated that two years ago the Methadone Clinic was established on Granger Road, and at that time, the Selectboard appointed an advisory committee to oversee Berlin's interest. **Alan Aiken**, Methadone Clinic Director, stated that the clinic's first day of operation was March 7, 2008. He stated that on January 28th and 29th the clinic became accredited for three years. He stated that the clinic scored 1100 on different points and passed them all. **Alan** stated that the clinic now has a client base of 55 people. The majority of which are under 40 years of age. **Alan** stated that the clinic operates for dispensing of methadone 7 days a week, and 5 days a week for counseling.

Road Mowing Bids

Jeff Schulz stated that every year the Town sends out an RFP for roadside mowing and this year had received two responses. **Jeff** stated that he had spoken to **Richard Tetreault**, Road Superintendent, who thought that the road crew could rent the necessary machinery and do the roadside mowing in house for approximately \$4,400. Last years' bid was for \$4,200. **Brad Towne** stated that if the road crew did the mowing it would cost more because of insurance and time of the road crew. **Jonathan Goddard** opened the bid from **Evergreen Enterprises** in the amount of \$4,200. **Nancy Driscoll** opened the bid from **Far View Tree Farm** in the estimated amount of \$4,387.50 - \$4,875. **Susan Gretkowski** stated that her only concern is whether the Board should check with **Richard Tetreault** to see if he has had any experience with either of the two bidders. She stated that because the bid from Evergreen Enterprises was within the budgeted amount the Board should go ahead and accept that bid. Motion by **Susan Gretkowski** to accept the bid from Evergreen Enterprises for roadside mowing in the amount of \$4,200. Second by **Jonathan Goddard**. Motion carried 4-0.

Computer Server Bids

Jeff Schulz stated that the server in the Town office is approximately 5 years old and is at the end of its expected life. **Jeff** stated that the Board had approved \$10,000 in the Capital Budget for a new system. He stated that a replacement system would include anti-virus and firewall protection. **Jeff** stated that the current server is a Linux system and he had some discussion with contractors who had some concern about that same system because of long term maintenance issues. **Jeff** stated that the company that currently maintains our system, **RB Technologies** has experience with the current system. **Jeff** stated that the RFP for a new server system included estimates on maintaining the new system. **Nancy Driscoll** opened the bid from **Panergy** for a Windows server system update in the amount of \$12,165.55. She stated that the bid also included a bid for preventative maintenance with two options. Option one was for regularly schedule

maintenance every other month in the amount of \$500; option two is a prepaid priority maintenance in the amount of \$1,250 for 10 prepaid hours. **Susan Gretkowski** opened the bid from **RB Technologies** for a Linux server system update in the amount of \$4,850 - \$6,595 with a cost of \$2,200 for installation. She stated that the maintenance bid had two options; option one was 2 hours of maintenance per month at \$250; option two was 4 hours of maintenance per month at \$450; they also included firewall maintenance at \$75 per month. The Board discussed the different options and systems. Motion by **Roberta Haskin** to table this discussion in order to seek more information and take time to read through the different proposals to understand them better until the next Selectboard meeting. Second by **Jonathan Goddard**. Motion carried 4-0

Berlin Emergency Management COOP/COG

Ture Nelson, Emergency Management Director, stated that he would like to discuss the (COOP) Continuity of Operations and (COG) Continuity of Government which would be plans for the town to operate in a dire emergency. He introduced **Bill Bartlett**, a consultant working with Vermont Emergency Management, who is working with Vermont towns on the COOP and COG plans. **Mr. Bartlett** stated that the basic concept of these documents is preliminary widespread emergency planning. **Mr. Bartlett** reviewed the COOP document. He also stated that the purpose of these forms is so Vermont Emergency Management will know who makes decisions on different areas in town. He stated that the goal is to have alternative people to step in if needed to help run the town.

Regional Services Committee

Jeff Schulz stated that he wanted to keep this discussion moving along. **Brad Towne** asked for an update on the status of the discussions. **Susan Gretkowski** stated that the Chamber of Commerce conducted a meeting of the different parties involved in the regionalization discussion. She stated that they asked if you were interested in continuing with the regionalization discussion and would participants be interested in discussing regionalization, and the choices were: fire only, fire and ambulance, ambulance only or all of the above. **Susan** stated that she thought that a lot of attendees would like to discuss everything in the broader sense. She stated that the other question that was asked is what would you be willing to take back to your town Selectboard for discussion. **Brad Towne** stated that if they want a working group other than the administrators taking on these discussions. **Jeff Schulz** stated that they could gather more information before appointing someone to spearhead the discussions.

Approval of Liquor License from Walmart

Motion by **Nancy Driscoll** to adjourn the Selectboard and convene the Liquor Control Board. Second by **Roberta Haskin**. Motion carried 4-0.

Jeff Schulz presented the liquor license from Walmart. Motion by **Nancy Driscoll** to approve the liquor license for Walmart. Second by **Susan Gretkowski**. Motion carried 4-0.

Motion by **Susan Gretkowski** to adjourn the Liquor Control Board and reconvene the Selectboard meeting. Second by **Nancy Driscoll**. Motion carried 4-0.

Town Administrator Report

Jeff Schulz stated that the Board has a report on the highways from Richard Tetreault, Road Superintendent and a report from the Police Department. **Jeff** stated that he had written to the Agency of Transportation requesting that the Route 62 intersection be put on the priority list. He stated that he had not heard back from them as yet but that he will keep trying to move that issue along. **Jeff** stated that each Board member has a copy of the newsletter and he is pleased with the way it is presented. **Jeff** thanked **Rebecca Richardson**, Administrative Assistant, for all her work in putting that together and getting it out to residents. **Jeff** also thanked all the contributors to the newsletter. **Jeff** stated that the well driller is on site and starting drilling and he will keep in contact with the potential users of that system.

Approval of Licenses, Permits, Vouchers and Applications

Motion by **Nancy Driscoll** to approve the licenses, permits, vouchers and applications as presented. Second by **Roberta Haskin**. Motion carried 4-0.

Approval of Previous Meetings Minute(s)

After review of the minutes from May 29, motion by Susan Gretkowski to approve the minutes as presented. Second by **Nancy Driscoll**. Motion carried 3-0.

After review of the minutes from June 1, motion by **Jonathan Goddard** to approve the minutes with corrections. Second by **Nancy Driscoll**. Motion carried 4-0.

After review of the minutes from June 3, motion by **Nancy Driscoll** to approve the minutes as presented. Second by **Roberta Haskin**. Motion carried 3-0 with 1 abstaining.

Roundtable

Jonathan Goddard stated that the school play was a rousing success and there was good attendance both nights. He stated that the School-wide Picnic was tomorrow and parents and community members are invited. He also stated that Wednesday is the last day of school.

Roberta Haskin stated that on June 5th there was a helicopter crash at the airport and wanted to thank the Berlin Fire Department and everyone else involved in responding to the crash. She stated that response was in a timely manner.

Nancy Driscoll stated that the Board was interested in meeting with the Fire Department and asked that if they Selectboard meets as a group does it need to be warned. **Jeff** stated that it is required to be warned as a meeting.

Executive Session

Motion by **Susan Gretkowski** to enter into Executive Session at 10:00 PM. Second by **Roberta Haskin**. Motion carried 4-0.

Motion by **Susan Gretkowski** to exit out of Executive Session at 10:20 PM. Second by **Nancy Driscoll**. Motion carried 4-0.

Motion by **Roberta Haskin** to adjourn the Selectboard meeting at 10:25 PM. Second by **Jonathan Goddard**. Motion carried 4-0.

For the Select Board:

Rebecca Richardson, Administrative Assistant