



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

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

**Monday, May 4, 2009
7:00 PM**

Selectboard Members: Brad Towne, Chair; Roberta Haskin, Secretary; Jonathan Goddard, Nancy Driscoll. Absent: Susan Gretkowski, Vice Chair 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

There was no public comment.

Treasurer's Report

Patti Lewis presented the bills to the board. **Patti** stated that we are okay with the budget so far this fiscal year.

Old Business

Approval of Amusement Permits by Central Vermont Runners – Nancy Rice

Nancy Rice reviewed the amusement permits for three road races. **Nancy** stated that the Paul Mailman Ten-Miler race was moved from Saturday, June 27 to Sunday, June 28 due to scheduling conflicts; the Capitol City Stampede is scheduled for June 13th; and the Berlin Pond Five Miler is scheduled for August 6th. **Jeff Schulz** stated that the Police Chief has reviewed the permits and offered his recommendations. Motion by **Nancy Driscoll** to approve the amusement permits for three races by Central Vermont Runners. Second by **Roberta Haskin**. Motion carried 3-0.

Re-determination of Equalized Education Property Value

Michael Domingue, Town Lister, reviewed the re-determination of equalized education property value. **Mike** stated that the re-determination is on a property that was classified as residential in a commercial zone instead of commercial. Motion by **Nancy Driscoll** to authorize **Brad Towne** to sign the letter to the State regarding the re-determination. Second by **Jonathan Goddard**. Motion carried 3-0.

Mike Domingue presented the Board with a listing of exempt property values which determine the PILOT amounts. **Mike** stated that he would probably appeal most of these property values with the State as the values were too low.

Engineering Services Agreement with Otter Creek Engineering

Jeff Schulz presented a proposal by Otter Creek Engineering in the amount of \$7,000 to conduct water testing for the drilled well for the Community Water Supply. **Brad Towne** asked about the concerns that **Valerie** and **Romeo Cyr** had brought before the Board. **Jeff** stated that this testing would include approximately 12 land owners surrounding the proposed well and that the landowners would be notified before testing begins. **Nancy Driscoll** noted that there was a change made in this proposal on one item but not on another item that reads similarly. **Jeff** stated that there was still time to make clarifications to this proposal. **Brad Towne** asked **Jeff Schulz** to look into some of the Board's concerns and review the proposal at the next scheduled meeting. Motion by **Nancy Driscoll** to table this discussion until the next

Board meeting on May 18 to give Jeff time to clarify some of the concerns brought forth. Second by **Roberta Haskin**. Motion carried 3-0 with 1 abstaining.

New Business

Private Road Acceptance – Dodge Farm Community

Jeff Schulz stated that Dodge Farm is planning a 9 lot subdivision. **Jeff** stated that the proposed subdivision would include all private roads. **Jeff** stated that per the Town Subdivision Regulations that if a subdivision is using private roads, the Selectboard needs to review and give their acceptance for the roads. **Jeff** stated that the Police Chief and the Highway Superintendent have reviewed this proposal and given their recommendations. Motion by **Nancy Driscoll** to accept the private road designation for Dodge Farm Community. Second by **Roberta Haskin**. Motion carried 3-0 with 1 abstaining.

Approval of Permit to Work in the Right of Way on Scott Hill Road by Dodge Farm Community

Jeff Schulz stated that this permit to work in the right of way is another part of the private road acceptance by Dodge Farm Community. **Jeff** stated that in order for Dodge Farm to tie into a Town road or a private road it requires a permit to work in the right of way and approval by the Selectboard. **Jeff** stated that the Highway Superintendent and Police Chief have reviewed this permit and given his recommendations which include an 18” culvert and a stop sign. Motion by **Roberta Haskin** to approve the permit to work in the right of way on Scott Hill Road with the conditions set forth by the Highway Superintendent and Police Chief. Second by **Nancy Driscoll**. Motion carried 3-0 with 1 abstaining.

Approval of an Outside Liquor Consumption Permit by Sambel’s Restaurant

Motion by **Nancy Driscoll** to adjourn the Selectboard and convene the Liquor Control Board. Second by **Jonathan Goddard**. Motion carried 3-0.

Jeff Schulz presented the permit for outside liquor consumption by Sambel’s Restaurant to celebrate their 20th anniversary. Motion by **Jonathan Goddard** to approve the permit as presented. Second by **Nancy Driscoll**. Motion carried 3-0.

Motion by **Roberta Haskin** to adjourn the Liquor Control Board and reconvene the Selectboard. Second by **Jonathan Goddard**. Motion carried 3-0.

Revised Preliminary Washington County Digital Flood Maps

Jeff Schulz stated that FEMA is updating the Flood Plain Maps that were last updated in 1984. **Jeff** stated that when FEMA presented their preliminary maps there were concerns from Berlin, Barre and some of the surrounding towns regarding the methodology used in creating these maps. **Jeff** stated that FEMA is changing the methodology used and revising the flood maps accordingly. **Jeff** reported that FEMA is due to release the revised flood maps in June and that these revised maps are very important in residents qualifying for flood insurance.

Route 62/Airport Road Intersection

Jeff Schulz reviewed past discussions regarding Route 62/Airport Road Intersection. He stated that Act 250 required surrounding businesses to contribute to the maintenance and improvements to that intersection. **Jeff** stated that he had sent a letter to VAOT asking them to put the improvements that the Board agreed to on their priority list and has not yet heard back from them. **Jeff** stated that he was contacted by Blue Cross asking the Board to advance or to encourage VAOT to advance the construction of these improvements and suggested that the ACT 250 requirements be revisited. **Jeff** recommended acting on the construction issue. **Nancy Driscoll** volunteered to work on this issue with **Jeff**.

Boards and Committee Reappointments

Jeff Schulz stated that the committees and boards were contacted as to membership and reappointments and has received a favorable response. **Jeff** stated that **Rebecca Richardson**, Administrative Assistant, had put together a list of members of each committee/board that require reappointment at this time. Motion by **Jonathan Goddard** to re-appoint members to the Bike Path Committee. Second by **Nancy Driscoll**. Motion carried 3-0.

Motion by **Nancy Driscoll** to re-appoint members to the Cemetery Commission. Second by **Roberta Haskin**. Motion carried 3-0.

Motion by **Jonathan Goddard** to appoint **Robert Wernecke** as CVRPC Representative on a temporary basis. Second by **Nancy Driscoll**. Motion carried 3-0.

Motion by **Nancy Driscoll** to re-appoint **Robert Wernecke** as CVRPC TAC Representative. Second by **Jonathan Goddard**. Motion carried 3-0.

Motion by **Roberta Haskin** to re-appoint **Kitty Langlois, Pat Flynn, Paul Irons, Wanda Baril and Pat McDonald** to the Economic Development Committee. Second by **Nancy Driscoll**. Motion carried 3-0.

Motion by **Jonathan Goddard** to re-appoint **Jenn Ingersoll and Andrea Chandler** to the Conservation/Recreation Committee. Second by **Nancy Driscoll**. Motion carried 3-0.

Motion by **Jonathan Goddard** to re-appoint **Rob Halpert** as the Town Attorney. Second by **Nancy Driscoll**. Motion carried 3-0.

Motion by **Roberta Haskin** to re-appoint **The Times Argus** as the official publication of the Town. Second by **Jonathan Goddard**. Motion carried 3-0.

Motion by **Jonathan Goddard** to re-appoint **Rob Allen, Henry Lague Jr. and Dana Marineau** to the Sewer Commission. Second by **Nancy Driscoll**. Motion carried 3-0.

Motion by **Nancy Driscoll** to re-appoint current members of the Post Office Committee. Second by **Roberta Haskin**. Motion carried 3-0.

Motion by **Jonathan Goddard** to re-appoint the members of the Town Center Task Force. Second by **Nancy Driscoll**. Motion carried 3-0.

Motion by **Nancy Driscoll** to re-appoint the Emergency Management Team. Second by **Roberta Haskin**. Motion carried 3-0.

Motion by **Jonathan Goddard** to re-appoint the members of the Water Supply Committee. Second by **Nancy Driscoll**. Motion carried 3-0.

Motion by **Nancy Driscoll** to re-appoint **Laura Plude and Patti Lewis** and appoint **Roberta Haskin** to the Capital Budget Committee. Second by **Jonathan Goddard**. Motion carried 3-0.

Motion by **Roberta Haskin** to re-appoint Jeff Schulz as Health Officer. Second by **Jonathan Goddard**. Motion carried 3-0.

Motion by **Nancy Driscoll** to appoint **Jonathan Goddard** as Deputy Health Officer. Second by **Roberta Haskin**. Motion carried 3-0.

Town Administrator Report

Jeff Schulz stated that Gun Club Road and Rowell Hill Road should be re-opened next week.

Jeff stated that the Economic Development Committee met last week and they are working on a commercial property inventory and vacant property listing for Berlin.

Jeff stated that the Planning Commission is having a public hearing on May 27 to discuss a zoning change of the Ames Plaza property.

Jeff reported that four businesses are going to advertise in the newsletter. He stated that the advertisement fee is \$150 per ad which helps defray the publication costs. **Jeff** asked for articles from all boards and commissions for the newsletter.

Jeff stated that the Crosstown Road speed portion of that should be completed next week and will have a public hearing with the Board to discuss the issue of speed limits on Crosstown Road.

Jeff stated that he and **Patti Lewis** are working on an RFP for a new server for the Town offices.

Jeff stated that the Zoning Office is getting busy with permits. He stated that there were a couple of new houses and a lot of garages, additions and decks but the numbers are still down from last year.

Approval of Licenses, Permits, Vouchers and Applications

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

Approval of Previous Meetings Minute(s)

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

Roundtable

Jonathan Goddard stated the 5th & 6th grade play is coming up on June 2 & 3. He also stated that there is a community member looking into grants to help defray costs for updating the school.

Roberta Haskin stated that she had been looking at finances and wanted to make an effort to keep track of loans that need to be paid back.

Nancy Driscoll asked if we ended up selling the two trucks that the Highway Dept. put up for sale. **Jeff** stated that we had gotten an offer on one truck but not any on the other. **Patti Lewis** asked if the State Auction had already happened and if not could we put the vehicles on that listing.

Jeff Schulz stated that he had gotten an application for Berlin residents to cut wood in the Town forest. **Brad Towne** stated that on that application it states that a resident may buy the standing wood for \$10 and asked if that was per lot or per cord. **Jeff** stated that he would look into that and clarify it for the Board.

Executive Session

Motion by **Jonathan Goddard** to enter into executive session to discuss legal and personnel issues at 8:40 PM. Second by **Nancy Driscoll**. Motion carried 3-0.

Motion by **Nancy Driscoll** to exit out of Executive Session at 9:18 PM. Second by **Jonathan Goddard**. Motion carried 3-0.

Brad Towne stated that there was no vote.

Adjourn

Motion by **Roberta Haskin** to adjourn the Selectboard meeting at 9:20 PM. Second by **Nancy Driscoll**. Motion carried 3-0.

For the Select Board:

Rebecca Richardson, Administrative Assistant