



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

**Berlin, VT. 05602
Regular Select Board Meetings
1st & 3rd Monday of Each Month
Monday October 15, 2007
7:00 PM**

Selectboard Members Present: Pat McDonald, Chair; Don Blanchette, Vice Chair; Kitty Langlois, Secretary; Brad Towne, Laura Plude. Present Town Administrator Jeff Schulz and Town Treasurer Patti Lewis. All action is unanimous unless otherwise noted.

Unapproved Minutes

Pat McDonald called the meeting to order at 7:10 p.m.

Public Comment

No Public Comment

Town Treasurer

Patti Lewis reviewed the balance sheets and budget status for September. **Jeff Schulz** stated that included in the packets was a breakdown of the Office Supply Line Item that was in question last meeting.

Acceptance of Auditors Report

After further review of the Auditors Report, **Patti Lewis** stated that the Town can accept the Auditors Report now and submit a managers review later. Motion by **Laura Plude** to accept the Auditors financial statements as presented. Second by **Kitty Langlois**. Motion carried 5-0.

Old Business

Crosstown Road Project Update

Jeff Schulz reported that the work on Crosstown road was temporarily halted when the contractor realized that the bedrock content was much shallower and harder than previously thought. This required reengineering by the engineer. We received revised plans today and the contractor anticipates starting work again by the end of this week. The contractor should be back on schedule and we don't anticipate any major changes in agreements except an add on by the engineers which we can address at a later date.

Comstock Road

Jeff Schulz reported that the work has been completed and the road reopened. The Road Crew did a great job and completed this job in a timely manner.

New Business

FEMA Flood Map Update

Pat McDonald reported that she and **Jeff Schulz** participated in a conference call regarding the FEMA Flood Maps. **Jeff Schulz** reported that the CVRPC was asked to compare the current flood maps (prepared in 1984) against the proposed maps in the 2007 Flood Plain Study and they concluded that there were 48 less parcels in the 2007 flood plain.

Town Center Conceptual Drawing and Town Center Discussion

Shirley Fortier presented a conceptual drawing for the proposed Town Center. She also reported that other studies have been done dating back to 2000. **Shirley** gave background on some different studies that were completed as well as the Town Center Task Force studies. She suggested adding incentives for buildings that are not categorized in our current Zoning Regulations. **Shirley** reviewed the conceptual drawing for a smaller scale town center with a view to pedestrian traffic and community center. The next step would be to gather information from the State Housing Authority for affordable housing units. There is money in the Town Center Task Force budget to hold another Town Forum to bring this conceptual vision to the people of Berlin.

State Library property housing proposal

Shirley Fortier reported that the Town Center Task Force was looking at the Regional Library parcel, which consists of 8 acres of land, 6 acres of which the Library would let the Town use for housing. **Shirley** asked for a letter of support for a regional housing plan to show interest and support of the Town. The Town is looking at the definition of Affordable Housing from the Federal Housing Authority, so as to meet the median income of the Town population.

Town Administrator

Jeff Schulz reported on the advertisement for Highway Department vacancy. **Jeff** also reported on the result of the ad for the Chief of Police vacancy. **Pat McDonald** suggested that the board look at the resumes and come back to a larger committee to discuss the hiring and ask **Bill Jennings** for his recommendations. **Pat** also asked for suggestions on who should be on this committee. **Jeff** stated that there was a draft of the visioning statement for the Economic Development Committee (EDC). **Kitty Langlois** stated that more people are needed on the EDC. **Jeff** talked about the Generator issue. He has determined that the Sewer Generator will be sufficient for the needs of the Town Office.

Approval of Licenses, Permits, Vouchers, Applications

Motion by **Laura Plude** to approve the licenses, permits, vouchers, and applications as presented. Second by **Kitty Langlois**. **Patti Lewis** stated that the Town computer system was down and no checks could be issued. Motion carried 5-0.

Approval of Minutes from Previous Meetings

After review of the minutes from 9/17, motion by **Kitty Langlois** to accept the minutes with changes. Second by **Laura Plude**. Motion carried 5-0.

After review of the minutes from 10/1, motion by **Brad Towne** to approve the minutes with changes. Second by **Kitty Langlois**. Motion carried 5-0.

Correspondence

Jeff Schulz reviewed the correspondence. **Pat McDonald** stated that the first meeting of the Advisory Committee for the Berlin Methadone Clinic is tomorrow night.

Dodge Farms Zoning Appeal

Rob Halpert reviewed the appeal of a conceptual plan approval of a planned residential development on Dodge Farm property located on Airport Road. The Environmental Court recommended Rob get involved in this case on behalf of the Town. Rob asked the Selectboard whether or not the Town will be actively participating in this appeal process. Motion by **Laura Plude** to have **Rob Halpert**, on behalf of the Town, be involved in the appeal process for Dodge Farm Community. Second by **Don Blanchette**. Motion carried 5-0.

Roundtable

Pat McDonald stated that there were some complaints about trucks on East Road. **Richard Tetreault** stated that the trucks needed overweight permits to use East Road. There are restrictions during the Spring mud season. **Pat McDonald** stated that next year during the trucking bid process there needs to be more discussion on this topic. **Richard Tetreault** stated that there should be a restriction put on East Road written on the overweight permits.

Executive Session anticipated – Personnel Issues

Motion by **Laura Plude** to enter into Executive Session. Second by **Brad Towne**. Motion carried 5-0.
Motion by **Don Blanchette** to exit out of Executive Session. Second by **Laura Plude**. Motion carried 5-0.
Motion by **Laura Plude** to adjourn the Selectboard Meeting at 9:15 PM. Second by **Kitty Langlois**. Motion carried 5-0.

For the Select Board:

Rebecca Richardson Administrative Assistant