



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

**Berlin, VT. 05602
Regular Select Board Meetings
1st & 3rd Monday of Each Month
Monday September 17, 2007
7:00 PM**

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

Unapproved Minutes

Pat McDonald opened the meeting at 7:00 PM.

Public Comment

Norb Rhinerson asked when the Newsletter was set to come out. **Jeff Schulz** answered that it should be out in the next few weeks. **Pat McDonald** asked **Jeff** to send out a reminder email for articles for the Newsletter.

Betty Jaworski stated that the Town of Berlin sign near the Wayside Restaurant on Route 302 needs to be addressed. That sign and the one near the Barre City line have moved during the frost for the past couple of years.

Paul Irons asked that he be put back on the email list for the Selectboard agendas.

Pat McDonald noted that the board would be talking about the negotiations with the Police Union during the Executive Session.

Town Treasurer

Patti Lewis reviewed the balance sheets from August and the draft audit.

Old Business

Vermont Reappraisal Company Update

Rich Lewis reported that the reappraisal is well underway. The hardware and computers were up and working well. They have inspected approximately 250 properties so far but not all have been entered into the computer. **Ted Nelson** has finished with Route 302 and the hangers around the airport. He is going to be working at the Hospital and its surrounding buildings. The appraisers take the time to explain the process and answer questions from the residents. The appraisals should be done by June 1, 2008. The handbook with values should be out in July. **Rich Lewis** reported that they are on schedule and progressing well at this time. He also thanked **Michael Domingue** for his help with the reappraisal.

Crosstown Road Project Update

Jeff Schulz reported that a Pre-Construction meeting with the engineer to get rolling on this project. They discussed the Town's expectation for this project. **Jeff** has a contact list for Crosstown road and will be reaching out to these people to let them know that the project is starting. The Contractor hopes to get started next week. The Contractor will not be using State Land for the staging area. **Jeff** stated that he appreciates the State's input on this project. **Jeff** recommended that the Board make a motion authorizing the Town Administrator to sign the agreement with the Contractor for the low bid amount of \$161,992. Motion by **Laura Plude** to authorize the Town Administrator to sign the contract agreement with **E. E. Packard**.

Second by **Brad Towne**. Motion carried 4-0.

Scott Hill Road Project Update

Jeff Schulz reported that Scott Hill road is closed to through traffic and the Road Crew is out and making good progress on this road. They are on schedule to complete this project by October 1. Jeff thanked the residents on this road for being understanding and accommodating about this work in progress. **Pat McDonald** thanked **Jeff Schulz**, **Bob Wernecke**, and **Richard Tetreault** for their work making this project progress smoothly.

Partridge Road Update

Jeff Schulz reported that there was some correspondence from **Vic Fecteau** regarding the upgrades on Partridge Road. They are nearing the completion of these upgrades and will be asking the Town to accept that road in the near future. **Vic Fecteau** updated the Board on the progress and what length of road he was talking about. **Rob Halpert** reviewed past precedence on this road when Ran Mar was trying to get the road accepted. Ran Mar has submitted test samples and a letter from the engineer. There is no specific Town Road Acceptance regulation approved at this time which would bring the States input in to play. The board has a lot of discretion regarding this acceptance. Once the road work is done there is a one-year period between the formal acceptance and when the Town takes over the maintenance of the road. If there were any maintenance issues with the road during this period it would be the responsibility of the Developer to fix these issues. If during this one-year period the Developer does not or will not fix any issues then the Town has the authority to say they will not accept the road. Right now the road is a private road owned by Randy Rouleau and there is an agreement between Randy & Vic Fecteau to upgrade and maintain that road.

Road Acceptance Policy Update

Jeff Schulz reviewed the Road Acceptance Policy. He has done some research and enclosed some model policies for the board to review before more discussions regarding the Road Acceptance Policy. **Pat** asked that some specifications together before the Board meets to adopt a Road Acceptance Policy. **Rob Halpert** stated that there was a lot of information to go through that would take several weeks before the Town moves to adopt a Road Policy.

New Business

Kellogg-Hubbard Library

Martin Hahn, the executive Director of Kellogg-Hubbard Library, reviewed the happenings and budget within the Library. Berlin voters turned down the Library's request for funding last March. He stated that currently approximately 250 Berlin residents currently pay for a card this raises approximately \$5,800 in revenue for the Library. **Mr. Hahn** hopes to get the Library on the Ballot for next Town Meeting to get enough funding that Berlin residents will not have to pay to use the Library. **Mr. Hahn** asked that the Library be put on the Ballot for the March Town Meeting in the amount of \$12,000. He did state that this is a preliminary amount. **Kitty Langlois** made the observation that when you ask for a reasonable amount on the ballot (i.e., \$4000-\$5000) the people accept it and when you ask for more than that it gets turned down and you end up with nothing. She asked if there was any consideration in asking for a smaller amount in the hopes that you can receive something at least. The Library's Berlin representative reported that they use a formula to keep everything fair between neighboring towns. **Mr. Hahn** did state that anyone that wants one of the budget packages that he handed out may call him at the Kellogg-Hubbard Library and obtain one.

Paving Bids

Jeff Schulz reported that we received one bid for paving projects. The Proposal was for \$120 per ton from **Green Mountain Paving & Seal Coating** for Spot Paving and Pot Hole Filling. After some discussion, motion by **Laura Plude** to accept the paving bid from Green Mountain Paving & Seal Coating. Second by **Kitty Langlois**. Motion carried 4-0.

Application to Work in the Right of Way on Chandler Road by R. E. Tucker

Jeff presented the application to work in the right of way by **R.E. Tucker** on Chandler Road. Road Superintendent **Richard Tetreault** has conducted a site visit and recommended to go ahead with the work providing **Mr. Tucker** adheres to the Town Zoning Regulations addressing driveways. That states that driveways be no more than 20 feet at the juncture of the traveled way. The applicant is asking for 40 feet of width at the juncture. After some review, motion by **Laura Plude** to approve the application from **Mr. Tucker** as amended by **Richard Tetreault** and the Zoning Regulations. Second by **Brad Towne**. Motion carried 4.0.

Town Administrator

Jeff Schulz reported that the Ad for the position of Chief of Police has gone out for printing in the Times Argus as well as Vermont League of Cities and Towns. He is working with the Police Chiefs Association to advertise through them as well. Submission for Application deadline is October 12. **Jeff** reported on the Police Union that there have been a couple of meetings of the representatives and is progressing.

He also updated the Board on what progress the EDC is making. He stated that there was a public forum coming up on Sept. 26 at the Elementary School to update the public.

He reported on the proposed VLCT Municipal Policy. This will be voted on at the VLCT Town Meeting Day. **Jeff** reported that he is in the process on researching prices and quotes to install a generator.

Emergency Management Team Effort

Ture Nelson reported on the items that the Emergency Management Team has been working on to better prepare for emergencies. When the July floods came, we opened a shelter at the school, we evacuated people from the Trailer parks, etc. If this had been a major disaster we could not have coped because we don't have the people in place to handle a big disaster. On Wednesday, September 19 at 6:30 PM there will be a meeting of the Emergency Management Team and about 20 volunteers at the Elementary School. If anyone is interested in volunteering with us please feel free to join us. **Ture** was asked to start a Google Alert Group in Berlin. This group is posted on the Town website at berlinvt.org if anyone wants to subscribe. **Pat McDonald** encourage the Selectboard and others to get involved and check out what the Emergency Management Team is all about.

Approval of Licenses, Permits, Vouchers, Applications.

Motion by **Kitty Langlois** to approve the Licenses, Permits, Vouchers and Applications as presented. Second by **Laura Plude**. Motion carried 4-0.

Approval of Minutes from Previous Meetings

Pat McDonald reviewed the minutes of the 9/5 meeting. **Kitty Langlois** remarked on some typos she found. **Pat McDonald** wanted to add a one-time payment of \$16,421.37 of interest and penalty would be paid by Central Vermont Home Health Hospice. The Board cannot approve these minutes as there was not a quorum as **Brad Towne** and **Kitty Langlois** were absent from that meeting. This item was tabled until the next meeting.

Correspondence

Jeff Schulz reviewed the Correspondence.

Roundtable

Motion by **Laura Plude** to enter into Executive Session to discuss personnel issues. Second by **Kitty Langlois**. Motion carried 4-0. Motion by **Laura Plude** to exit out of Executive Session. Second by **Brad Towne**. Motion carried 4-0.

The meeting was adjourned at 9:25

For the Select Board:

Rebecca Richardson