



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

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

**Monday, April 4, 2016
7:00 PM**

Selectboard Members: Ture Nelson, Chair; Jeremy Hansen, Vice Chair; Pete Kelley, Secretary; Brad Towne and Wayne Lamberton. Present: Dana Hadley, Town Administrator; Diane Isabelle, Town Treasurer. All items are unanimous unless otherwise noted.

APPROVED MINUTES

Call to Order

Chair Nelson called the meeting to order. Towne and Kelley absent. Towne arrived after approval of Licenses, Permits, Vouchers and Applications.

Changes to Agenda

Hadley asked to add signing of appointment forms and a letter of support to Central Vermont Regional Planning Commission for the ecosystem grant application to the agenda. He also asked for the liquor board to convene to approve a liquor license.

Public Comment

There was a resident who expressed interest in the open position on the fire department board. He asked for an update which was provided by Hansen who explained that more information would be available after Thursday.

Treasurers Report

Isabelle discussed having the board allow the town to add the grand list or pieces of it to the website.

Approval of Licenses, Permits, Vouchers, and Applications

Hansen moved to approve payroll warrant number 16-21 for March 20, 2016 – April 4, 2016 in the amount of \$37,145.44. Also accounts payable warrant number 16w13 with checks 10049-10050 in the amount of \$201 for the water division. Also accounts payable warrant number 16g22 with checks 16056-16082 in the amount of \$46,961.33. Seconded by Lamberton. Passed unanimously. At this point Towne entered the meeting.

Tax Sale Bid Policy

Language has begun to be composed. This is an ongoing topic.

Selectboard Minutes

April 4, 2016

Page 2 of 4

Town Acceptance of Credit Cards

Isabelle discussed progress in pursuing accepting credit cards. She has called card processing companies and has sent contracts to Rob Halpert to review. The town would not be charged fees, but card readers may need to be purchased. Other towns have been satisfied with the companies.

VTrans- Route 302 Paving Project- Sandra Schmitt and Francine Perkins

A timeline of the project was provided. Project is to begin April 25. Technical aspects of the project were reviewed. Nelson asked about the difficulty in repairing a culvert that had been mentioned. Any work is being performed within the guidelines of the contract. The project area is from The Wayside restaurant to The Family Hairloom. The public's input was discussed. Press releases have been published and updates will be posted. Comments and feedback will be gathered and relayed to VTrans. A railcrossing on 302 is being rehabbed as well but it is not known how much disruption that may cause. There was discussion regarding the road diet trial period.

Shane Mispel- DRB

Hansen moved to appoint Shane Mispel as an alternate to the DRB. Seconded by Lamberton. Passed unanimously.

Dan Currier- Central Vermont Regional Planning Commission- Mapping- GIS

A brief explanation of the program Town View was provided and a map of East Montpelier produced by the program was displayed for the board. The development and publishing of the web platform costs \$600. Hansen moved to contract with Central Vermont Regional Planning Commission to put together the GIS maps as presented for \$660. Seconded by Lamberton. Passed unanimously.

Recreation Board- Tom Willard, Andrea Chandler- Discussion of Recreation Reserve Account

The recreation savings account was discussed. It has been set up as a general savings account. The recreation board has discussed designating the account for the skating rink. Willard discussed the history of the rink and intentions of that account. Lamberton moved to designate the account as the rink fund. Seconded by Hansen. Passed unanimously.

Appointment of Alternate Representative to Central Vermont Planning Commission

Hansen moved to approve Karla Nuissl as the alternate to the Central Vermont Regional Planning Commission. Seconded by Lamberton. Passed unanimously.

Appointment of Members to Charter Committee

No additional responses have been received. Hansen moved to appoint Ture Nelson, Jeremy Hansen, Geoff Farrell, Rosemary Morris, and Corinne Stridsberg to the Charter Change committee. Seconded by Lamberton. Passed unanimously.

Adoption Special Event Ordinance and Water Ordinance

Hansen moved to adopt the special events ordinance as presented. Seconded by Lamberton. Passed unanimously. Hansen moved to adopt the water ordinance and construction standards as presented. Seconded by Lamberton. Passed unanimously.

Selectboard Minutes

April 4, 2016

Page 3 of 4

Michael Vaupel- New Home on Class IV Road- Belknap

Vaupel was unable to attend the meeting. He has gone to the DRB asking to build on Belknap Road. He will use an existing curb cut. It is a class IV road that used to go to Williamstown but was cut off by the interstate. There is another house on the class IV sections and some seasonal camps. Towne mentioned services such as fire and ambulance as being a possible problem on a class IV road. Hansen moved to grant Mike Vaupel permission to use the curb cut to access his property and to remove snow from winter maintenance on the road. Seconded by Towne. Passed unanimously.

Discussion Regarding Uber Car Service- Central Vermont

Standards adopted by other towns about background checks for drivers was discussed. Hadley to reach out to Montpelier about their policy.

Town of Berlin Social Media Policy

Hansen moved to adopt the social media policy with noted change. Seconded by Towne. Passed unanimously.

Regional Planning Grant Letter

Hadley presented a draft letter in support of the ecosystem restoration grant. Hansen moved to send the letter of support to the Vermont Department of Environmental Conservation about the Central Vermont Planning Commission's application for the ecosystem restoration grant. Seconded by Lamberton. Passed unanimously.

Town Administrator Report

The DRB is not meeting April 5 but will meet on the 19th.

A letter was received from the mall pledging support for the town center designation process.

Hadley met with a consultant, Pat Moulton of the agency of commerce as well as Noelle McKay from the Department of Housing Development about the town center designation. The town plan will need to be updated with the town center update.

The planning commission discussed wanting to have 7 members. They currently have 5. The procedure for increasing member size is being investigated.

Approval of Minute(s) of Previous Meeting(s)- 3/21/2016

A quorum was not present to approve the minutes from March 21.

Review of Selectboard Goals for 2016-2017

The board reviewed goals they had comprised for the coming year. Nelson discussed tax stabilization policy review, follow-up/phase 2 on the water system, possibly taking the responsibility of the fire system on the Barre-Montpelier Road which is currently the responsibility of Montpelier, reviewing policies and ordinances. These and other goal topics were discussed.

Liquor Control Board

Hansen moved to recess the select board and convene the liquor control board. Seconded by Towne. Passed unanimously. Hansen moved to approve the class 2 liquor license for Twin City Lanes. Seconded by Towne. Passed unanimously. Hansen moved to adjourn the liquor control board and reconvene the select board. Seconded by Towne. Passed unanimously.

Selectboard Minutes

April 4, 2016

Page 4 of 4

Round Table

Lamberton discussed receiving concerns from residents regarding the project on the Barre-Montpelier Road and traffic problems. The project was further discussed.

Executive Session- Personnel/Contract

Hansen moved to find that premature general public knowledge of the contract negotiations with the police department would clearly place the town of Berlin at a substantial disadvantage by disclosing negotiations. Seconded by Lamberton. Passed unanimously.

Hansen moved to adjourn the executive session and reconvene the Selectboard Meeting seconded by Lamberton.

Hansen moved to adjourn seconded by Lamberton.

For the Select Board:

Bethany A. Towne