



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

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

**Monday, April 7, 2014
5:30 PM**

Selectboard Members: Ture Nelson, Chair; Roberta Haskin, Vice Chair; Jeremy Hansen, Secretary; Brad Towne and Pete Kelley. Present: Jeff Schulz, Town Administrator, Diane Isabelle Town Treasurer. All items are unanimous unless otherwise noted.

UNAPPROVED MINUTES

Call to Order

Meeting called to order by Chairman Ture Nelson.

Public Comment

Treasurers Report

At times, people request tax bills and Isabell has been hesitant to hand out tax bills even though they are public information. Has discovered that a policy can be made so there is an approved procedure to follow. Being a small office, all of the checks have gone through the same person. Have started processing checks with oversight of the town clerk so that more than one person views and logs the checks. Possible new policy related to this procedure.

Treasurer Six Month Wage Review

Scheduled review. Nelson mentioned that working with Isabell has been a positive experience. Current wage at \$23/hour. Schulz mentioned that there had been discussion of a dollar raise. Kelly moved to give Diana a dollar raise. Seconded by Hansen.

Approval of Licenses, Permits, Vouchers and Applications

Hansen moved to approve licenses, permits, vouchers and applications as presented. Warrant 29 from March 24, 2014, in amount of \$7,033.24. Warrant 30 from March 27, 2014 in amount of \$16,560.76. Warrant 31 dated April 7 in the amount of \$81,612.51. Payroll warrant of April 9 in amount of \$40,773.08. Payroll warrant 20, April 9 in amount of \$40,217.74. Seconded by Kelley.

Route 302 Pedestrian and Bike Scoping Study Meeting- Dubois & King

Representatives from Dubois & King present to discuss the study. Mentioned that the plan is to make accessibility to many users. Study will start at Wayside restaurant and stretch to Ames Plaza. Explained that traffic patterns are being studied and crash data being looked at and considered. Possible grants available for this type of project. Focusing on commercial area where there are not wider shoulders for biking or walking. Asked about why railroad bed is not an option. Expensive path to connect to 302, path is

sandy and could be difficult to change that. Also, because that land is owned by railroad there may be issues if they decide that use is no longer allowed on the land.

Letter to Regional Public Safety Authority

Letter to George Malick drafted after town meeting. Letter signed and mailed March 11. Was drafted and approved outside public notice. Letter was read to those in attendance. It expressed that the select board of Berlin was not interested in regionalization. Options given about what to do with the letter included approval and resend, make changes to the letter before being sent again, or to not send a letter. Member of the public suggested taking charter change to a public vote.

Northfield Savings Bank Tax Stabilization Agreement

Northfield Savings Bank proposing new office in Berlin at corner of Paine Turnpike and Stewart Road. Building would be approximately 2200 sq. ft. with 65 employees, working up possibly to 85 employees. Have obtained necessary permits, planning to start in May. Looking for a 5 year tax stabilization agreement. Economic Development Committee has reviewed and recommended approval of application. Kelly moved to approve the Northfield Savings Bank Property Tax Stabilization Application after they get approval for all outstanding permits. Seconded by Towne. Motion carries 4-1.

Letter of Support for Capital City Grange Hall

At last meeting, members of Capital City Grange asked for endorsement for a grant to obtain funds for improvements. Hansen moved to allow the chairman of the select board to sign the letter of support for the Capital Grange's improvements grant. Seconded by Kelley. Motion carried.

VAOT Annual Financial Highway Plan

Each year the agency of transportation sends out form for towns to complete, it is a financial report of revenue and expenses from highway maintenance. Hansen moved to approve and sign the report to the agency of transportation. Seconded by Kelley.

Green Mountain Drive Name Change

At the last meeting, highway foreman brought up concerns of current name of Green Mountain Drive. Schulz and highway foreman expressed concerns that truckers end up on Green Mountain Drive in Berlin when their destination is Green Mountain Drive in Montpelier. Suggested changing name to Bennington Drive. Feel that it would be fairly easy as there are no businesses or residences on that road. Would require public hearing and vote. Hansen moved to change the name of Green Mountain Drive to Bennington Drive. Seconded by Kelley. Motion Carried.

Status of Nelson Road (Town Highway #51)

Agency of Transportation sent letter to the town asking whether the town believed Nelson Drive is a public or private road as they noticed Green Mountain Power is gating the road. Currently listed as class 3 road, which cannot be gated. If town wants to let the road remain gated, must change status. Currently maintained as public road. Motion made to table.

DRB Appointments- Harvey Golubock, John Friedrich

Two vacancies- one for permanent and the other alternate. Respondents were Harvey Golubock and John Friedrich. Golubock responded first, so appointed to permanent position and Friedrich as alternate. Both motions carried.

Water Supply Project

Water supply committee met.

Appraisal Contract

Select Board Goals

Approval of Liquor Licenses

Approval of Mobile Licenses

Town Administrator's Report

Approval of Minute(s) of Previous Meeting(s)

Round Table

Legal, Personnel and Contract (Executive Session Anticipated)

___ motioned to move into executive session for reason of legal, personnel and contract. Seconded by ___.

Motion by ___ and seconded by ___ to exit executive session and adjourn the meeting. Motion carried - 0.

For the Select Board:

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