



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

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

**Monday, April 16, 2018
7:00 PM**

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

APPROVED MINUTES

Call to Order

Meeting called to order by Chair Towne. Capron absent.

Changes to Agenda

None.

Public Comment

None.

Treasurers Report

Town Treasurer Isabelle provided the March delinquent tax report, March budget status report, and trial balance to the board.

Approval of Licenses, Permits, Vouchers, and Applications

Lamberton moved to approve general fund accounts payable warrant 18g20 with checks 17996 – 18039 in the amount of \$17,906.60. As well as payroll warrant 18-21 for April 1-April 14 in the amount of \$40,723.56. As well as the March 2018 journal entries and the reconciled bank statements. For the general fund, sewer commission, and water division. Seconded by Kelley. Passed unanimously.

Timothy Schwartz – Capital City Grange

Schwartz was present to update the town on a project the Grange would like to pursue. The Grange asked that the town consider writing a letter on its behalf to support a grant application. The project is in the downstairs to improve the insulation and make the space more comfortable to encourage more people to use the downstairs as well as the hall upstairs. Lamberton moved to approve the letter of support. Seconded by Hansen. Passed unanimously.

Signature for Appointment of Town Representative to Central Vermont Internet

Signature was approved at the last meeting and document signed at this meeting.

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Green Lantern Group Proposal - Solar

Town Administrator Hadley provided a recap of the discussion held at the previous meeting. There was discussion of risk involved with the first ten years being more predictable than the remainder of the twenty-year period. The plan provided still included the Shaw's pump which should be removed. There was general agreement to have a representative return to further discuss the agreement. Lamberton moved to table. Seconded by Hansen. Passed unanimously.

Local Emergency Options Plan Update

Bruce Richardson was present to discuss the update of the LEOP (Local Emergency Operation Plan). This is updated annually and submitted to the state. The format of this is being updated by the state and will be in a different format next year.. Hansen moved to approve the local emergency options plan for Berlin for 2018 as presented. Seconded by Lamberton. Passed unanimously.

Letter Received from Vermont Appraisal Company – Solar Field Assessments

The assessor discovered a problem with the way the solar plants had been taxed. There is a law exempting solar plants from paying the education tax and the town has been charging three solar plants that tax. The combined amount that has been taxed is \$11,000. Hansen mentioned that this is not the first time this mistake has been made. There had previously been a discussion with the assessors about this type of error. Hadley will discuss the issue with Rob and bring it back to the board.

Special Event Permit – Blue Cross and Blue Shield of Vermont

BCBS of VT has a lunchtime walk every year and plan to have it on the 25th. The insurance is in place and they asked for the fee to be waived as it is non-profit and for their employees only. They will have people help with traffic. Hansen moved to approve the special event permit application for Blue Cross and Blue Shield of Vermont and waive the fee. Seconded by Kelley. Passed unanimously.

Vermont state Revolving Fund for Wellhead #4

Hadley discussed a \$90,000 loan for engineering. It has not been decided if the loan will be used but Hadley wanted to keep the board updated as the loan is an option being considered. It was determined that now is time for the next one because a third of the water capacity is currently being used and four major users will be coming onto the system bringing the use to two thirds and more than the capacity available has been sold. The loan is a 0% interest rate loan. No vote was made because the loan may not be used. The board discussed the success of the system. Hansen moved to table. Seconded by Kelley. Passed unanimously.

Town Administrator Report

Tom released dates for the town plan approval. The planning commission has finished its work and have the town plan available to the public. The planning commission is having their first public hearing May 23 at 7 p.m. at the school. The select board must hold two additional public hearings. Depending on the input, the town clerk would then send the language to the printers and have it available for an August vote. Three applications have been submitted to VTrans this year for their annual grants for class 2 roadways and structures grant. A request for Fisher Road was submitted the third year in a row. That project is estimated to be \$250,000 with \$25,000 budgeted separately for a signal. Two structures grants were submitted for the Mirror Lake Road culvert and the Richardson Road culvert. One request was for \$250,000 and the other for \$210,000.

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Round Table

Hansen mentioned that the school board is looking for a member after a resignation.

Convene Liquor Commission

Hansen moved to recess the select board and convene the liquor control board. Seconded by Kelley. Passed unanimously.

Renewals:

Leo Foy - Dog River Brewery – 1400 US Route 302

Steak House – 1239 US Route 302

Hansen moved to approve the licenses for Dog River Brewery and the Steak House. Seconded by Lamberton. Passed unanimously.

Hansen moved to adjourn the liquor control board and reconvene the select board. Seconded by Kelley. Passed unanimously.

Hansen moved to adjourn. Seconded by Lamberton. Passed unanimously.

For the Select Board:

Bethany A. Towne