



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

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

**Thursday, April 18, 2019  
7:00 PM**

Selectboard Members: Bradley Towne, Chair; Jeremy Hansen, Vice Chair; Angelina Capron, Secretary; Flo Smith and Justin Lawrence. Present: Dana Hadley, Town Administrator; Diane Isabelle, Town Treasurer. All items are unanimous unless otherwise noted.

**APPROVED MINUTES**

Selectboard Member Hansen attending via telephone  
Selectboard Member Capron absent.

Call Meeting to Order

Meeting called to order by Chair Towne. .

Changes to Agenda

The Town Administrator asked to have a special event permit application added to the agenda.

Public Comment

None.

Treasurer's Report

The Board has been provided with the March trial balance and delinquent tax report. The treasurer has four accounts that have very small balances under five dollars. They have a combined balance of \$1.84. She reminded the Board that balances under \$5 can be voted to abate by the Board.

Motion: Lawrence/Smith to forgive the balances on four accounts with balances under \$5 that have a combined total of \$1.84.

Bid Opening for Lawn Maintenance Services

The Board opened and reviewed three bids for lawn care services.<sup>i</sup>

Motion: Smith/Lawrence to table bids pending clarification

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### Acceptance of Local Emergency Management Plan

Bruce Richardson a member of the Emergency Management Team met with the Board to review the update to the Local Emergency Management Plan (LEMP) to be filed with the state this year. The plan format and the name of the document was changed this year. The information required has not changed.

Motion: Smith/Lawrence to accept the Local Emergency Management Plan as presented.

### Grant Support Letter for Grange

Tim Swartz from Capital City Grange met with the Board. The grange is applying for a grant from the Vermont Arts Council, he asked the Board to write a letter to support the application.

Motion: Lawrence/Smith to provide a letter to the grange supporting their grant application to the Vermont Council of Arts.

### Discussion regarding highway Truck-for FY'20

There was discussion regarding the purchase of a new highway truck in the next fiscal year. The highway superintendent will be invited to the next meeting to discuss further.

### Garage Heating System

The Town Administrator reported on the research for the heating system at the garage. He has requested quotes. There have been two bids received so far and he would like to postpone a decision until the next meeting. This may allow more time to receive a third bid.

Motion: Smith/Lawrence to table a decision until the next meeting.

### Approval of Selectboard Minutes

Motion: Smith/Lawrence to approve the Selectboard minutes of April 4<sup>th</sup>, 2019

### Special Event Permit

Motion: Smith/Lawrence to approve the special event permit application from Blue Cross and Blue Shield and to waive the permit fee.

### Liquor Board

Motion: Smith/Lawrence to recess the Selectboard and convene the Liquor Commission

The Board considered the outside consumption permit renewal for Dog River Brewery.

Motion: Smith/Lawrence approve the application for outside consumption for Dog River Brewery.

Motion: Smith/Lawrence to adjourn the Liquor Board and re-convene the Selectboard.

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### Town Administrator Report

The Town administrator advised the Board that the Planning Board is proposing amendments to the zoning code. They have asked the Selectboard to host a public hearing on May 2<sup>nd</sup>.

The Barre Town ambulance report for March is available.

### Approval of Licenses, Permits, Vouchers, and Applications

Motion: Smith/Lawrence to approve the General Fund Accounts Payable warrant number 19G21 with checks 19048 to 19081 in the amount of \$55,960.97. Payroll Warrant number 19-21 for payroll from March 31, 2019 to April 13, 2019 in the amount of \$42,192.98. March General Journal Entries and tax admin entries.

### Roundtable

Justin reported on a telephone call that he had from Jeff Mumford regarding the cemetery. Dana will invite Mr. Mumford to a Selectboard meeting.

### Adjournment

Motion: Smith/Lawrence to adjourn.

For the Select Board:

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Dana I Hadley

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<sup>i</sup> Bid results are included as an addendum to these minutes.