



**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**

**Monday, August 6, 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 Meeting to Order

Meeting called to order by Chair Towne.

Changes to Agenda

Town Administrator Hadley had no changes.

Public Comment

None.

Treasurers Report

Town Treasurer Isabelle informed the board that the Auditors would be in the office August 29 and will need to talk to a select board member.

Approval of Licenses, Permits, Vouchers, and Applications

Lamberton moved to approve accounts payable warrant number 19g03 with checks 18278-18326 in the amount of \$69,405.44. Void check 18279. As well as approve payroll warrant 19-02 for payroll July 8, 2018 – July 21, 2018 in the amount of \$42,891.09. As well as payroll warrant 19-03 for payroll of July 22 – August 4 in the amount of \$42,886.04. Seconded by Kelley. Passed unanimously.

Upcoming Tax Sale

Hadley reviewed the tax sale properties. The town has the ability to bid. None of the properties interested the board as good investments for the town.

VTrans – Mahendra Thilliyar – Jim LaCroix – Exit 7 Bridge Project

Thilliyar and LaCroix were present to discuss a possible temporary closure of Crosstown Road while the bridge is demolished. The ability to close the road briefly would save time and cost of the project. The project will take place in 2020 and 2021 construction seasons. The only detour expected will be that to divert traffic from Crosstown Road during the temporary closures. They were at the meeting to find out if it

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is an option for them so that final plans can be made. Savings of state funds are estimated at \$40,000. For the sake of safety (not having cars going under the bridge while it is being deconstructed) there were no objections. There was concern for the immediate neighbors, especially if night work is done, so it was asked that there be outreach to residents near the bridge. Night work was not a popular option, but the board agreed that closing the road for a couple of days would be a plausible option and gave permission to add that as an option in the plan.

### Jim Dwinell – Barre Thunder Chickens – Snowmobile Route

Dwinell was present to discuss a proposed snowmobile trail. It would connect the parking near Applebee's to Northfield and a VAST trail connector. Some concerns were voiced regarding the high traffic area. Hadley to prepare a model ordinance and consult with the police chief. The topic will be revisited at the next meeting.

### Steven Dodson – Mirror Lake Road

This topic was not discussed.

### Speed Limit Change Request for Brown's Mill Road

Hadley introduced the topic and Chris Winters. Winters is a resident on Brown's Mill Road. He explained the reasoning for the speed limit reduction request. The road is narrow and has a sharp turn. Lamberton asked about the result of the police department's speed survey. Hadley reported that the officer did not find that there were speeding cars but did grant that it was a limited survey. Changing the speed limit will require a public hearing and ordinance change. The board was in favor of pursuing the speed limit change, Hadley will edit the ordinance and schedule the public hearing.

### Traffic Signal Replacement for Fisher Road, Berlin Mall Road and Hospital Drive

Hadley explained that there are two issues. First, the maintenance agreement with East Coast Signals to maintain the traffic lights. They are the only vendor found who can fix the lights when there is an issue. They have asked for an agreement. Lamberton moved to approve the chair to sign the maintenance agreement with East Coast Signals. Seconded by Lamberton. Passed unanimously. Second, \$25,000 was budgeted to replace the lights but it will cost more; the latest estimate is \$82,500.00 which includes the motion detection for the left lane turn to the mall. It is being lost with the work on Fisher Road (underground wires) so it will need to be within the lights. Hansen suggested saving costs by having the lights solely on timer instead of detection. Lamberton discussed changing the lights in phases with temporary motion detection until a permanent system can be installed. Lamberton moved to leave the existing heads and electrical service and suggested using an additional \$25,000 (total of \$50,000) for the signal detector. Seconded by Hansen. Passed unanimously.

### Award of Sand Bid

After conducting a quality check of the material, a suggestion was made to the board that they accept the low bid from Hebert Excavation Corporation. The quality issue in the previous year was that there was more dirt than sand which caused freezing. The bid is \$8.50 per cubic yard. Lamberton moved to accept the bid from Hebert Excavation at \$8.50 per cubic yard. Seconded by Hansen. Passed unanimously.

### Letter to Encourage Participation in Sewer Income Survey

It was asked by the sewer division that the board support a letter to residents to fill out a survey to gather information for a USDA loan. There was very little response to the survey. Responses to the survey reduces sewer costs because the loan rates will go down. There was support for signing the letter.

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### Approval of Selectboard Minutes – 06/18/2018, 06/25/2018, 07/02/2018, 07/25/2018

Hansen moved to approve the minutes of June 18 as presented. Seconded by Lamberton. Passed 3-0 with 2 abstained.

Lamberton moved to approve the meeting minutes of June 25. Seconded by Hansen. Passed 3-0 with 2 abstained.

Hansen moved to approve the minutes from the July 2, 2018 meeting as presented. Seconded by Lamberton. Passed 3-0 with 2 abstained.

Lamberton moved to approve the minutes from the meeting of July 25, 2018 as presented. Seconded by Kelley. Passed 3-0 with 2 abstained.

### Town Administrator Report

Hadley discussed the Mirror Lake Road culvert project. There is not a wetlands permit needed nor a stream alteration permit needed for installation. The lead time to order a culvert is 6 weeks. The culvert recommended by the engineer is an aluminum box culvert. The material was suggested for its longevity.

Hadley discussed incidences in which the police department has used the town garage to impound vehicles. He proposed a plan to fence in a carport area for impound which is not the town garage area. The proposed carport would have several slots for cruisers and a chain link fence area for impounds. The town already has some of the materials.

### Round Table

Lamberton discussed erecting a fence on his property blocking the site line to the garage.

Hansen noted the good work on Rowell Hill Road.

### Executive Session

Hansen moved to enter into Executive Session pursuant to 1 V.S.A. §313(3)(a)(3)-Discussion of a personnel matter. Second by Lamberton.

Hansen moved to exit Executive Session and reconvene the Selectboard Meeting. Second by Lamberton.

No further action as a result of the Executive Session.

Lamberton moved to adjourn. Second by Kelley.

For the Select Board:

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Bethany A. Towne