



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

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

**Thursday, August 15, 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

#### Call Meeting to Order

Capron and Hansen absent.

#### Changes to Agenda

Removed and rescheduled Phil Gentile's appointment for September 5. Added Berlin Corner Cemetery Association discussion on cemetery roads. Add working in the right of way application for Edgewood Development. Add USDA funding for Paine Turnpike North sewer extension (to be discussed with the public works board). Add easement deed from Central Vermont Chamber of Commerce (also with the public works board). Add the paperwork for delegating a voting delegate for annual meeting for Vermont League of Cities and Towns. Add a letter received from Dave and Beth Daut. Add a letter from Peter Hogg. Add a short discussion of goals for the upcoming year.

#### Public Comment

None.

#### Treasurer's Report

Town Treasurer Isabelle reported that a grant audit went well and a report is expected in a few weeks. The preliminary audit is August 21. A tax sale for 2 acres on Cecil Avenue was not redeemed and will be finalized. Town Administrator Hadley commented on the work that Isabelle poured into the grant audit and thanked her for that work.

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

Smith moved to approve general fund accounts payable warrant number 20g03 with checks 19461-19505 in the amount of \$77,702.20. Payroll warrant number 20-3 for payroll from July 21, 2019 – August 3, 2019 in the amount of \$42,064.62. Reconciled July bank statements for the general fund, sewer commission, and water division and also the July journal entries. Seconded by Lawrence. Passed unanimously.

#### Voting Delegate for Vermont League of Cities and Towns Annual Meeting

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Smith moved to appoint Justin Lawrence as participant October 2 on behalf of the board. Seconded by Lawrence. Passed unanimously.

### Berlin Corner Cemetery Association Cemetery Roads

The Cemetery Association asked for help maintaining a road in need of fill. Towne discussed the possibility of providing fill. Lawrence expressed an ability to help as well. Towne and Lawrence discussed going to view the area before bringing in the fill.

### Application to Work in the Right of Way – Edgewood Development

The board members reviewed the permit application. Richard Colburn from DeWolfe and Associates reviewed the project. The board asked clarifying questions of Richard Colbert. The curb cut is for a truck (only) entrance for VTrans as part of a parking improvement project. The project is awaiting approval from the DRB but applications are in and the meeting scheduled. Lawrence moved to approve the permit to work in the right of way for Edgewood Development, contingent upon DRB approval. Seconded by Smith. Passed unanimously.

### Meeting with Public Works Board Members

Members of the Public Works Board joined the Select board to discuss the sewer extension project, including USDA funding and easement deed from the Chamber of Commerce. Tom Badowski introduced the topic of the sewer project to bring gravity sewer service from Route 62 to Fisher Road. The USDA made an offer of 2.75% interest on a 30 year note for the project. The Chamber of Commerce granted an easement at the corner of Stewart and Fisher Roads. They did ask that out of pocket expenses to them be reimbursed and not exceed \$2,000 though it's anticipated to be much less.

Badowski next discussed another sewer project between the town department and a group of neighbors on Crosstown Road. They asked for \$130,000 of a \$260,000 project to bring gravity sewer to Crosstown Road. 25% will be paid by the users of the system and 25% from the capital reserves in the sewer division to pay for the balance of the project.

He touched on the additional wells for the water division. The board is also looking at meters for the water system and updated options. Part of the bond vote (to be held town meeting 2020) may be to invest in smart meters. Discussion between the boards continued regarding water and sewer and included topics of capacity, allocation, and the fourth well in addition to other subjects regarding the two systems.

Lawrence moved to reimburse the Chamber of Commerce for out of pocket expenses associated with the easement, up to \$2,000, and to sign the agreement. Seconded by Smith. Passed unanimously.

The town vote \$2,200,000 for a sewer bond and information was received from USDA and they would like to close the loan within a week. It is a 30-year loan at 2.75% and need someone authorized to sign. The funds are for the Paine Turnpike North sewer project. Lawrence moved to make Dana Hadley the authorized signer for the USDA loan, not to exceed \$2.2 million at term rates of 2.75% interest and 30 years. Seconded by Smith. Passed unanimously.

### Phil Gentile – Conservation Commission

Topic moved to September 5 agenda.

### Letter from Dave and Beth Dout

Hadley provided copies of the letter from the Douts before the meeting. The letter expresses an opinion against the reclassification of Black Road. The public hearing is September 5.

### Letter from Peter Hogg

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The letter expressed concerns about the speed limit on Brookfield Road. He would like to see the entire length reduced from 35 to 25. Hadley discussed it with the police department and regional planning for a traffic study.

### Approval of Select Board Minutes – 07/18/19

Smith moved to approve the minutes of July 18, 2019 as presented. Seconded by Lawrence. Passed unanimously.

### Town Administrator Report

The Town Fair (Vermont League of Cities and Towns) is October 2, running in conjunction with the annual meeting.

Paul Luciano, the consultant for the update of the local hazard mitigation program, sent an email reporting on his activities regarding that update. He has talked with Weston mobile home park and had conversations about ditching on Route 12 to help protect the park and asked if the town has opinions on the idea. He is planning to discuss Dog River Road projects with VTrans. He has gotten information regarding current policy and procedure and flood insurance programs.

### Town Goals

Hadley suggested a meeting with the board, department heads, and himself to further discuss goals. Lawrence has suggested a goal to update road records.

### Round Table

None.

### Executive Session

None.

Lawrence moved to adjourn. Seconded by Smith. Passed unanimously.

For the Select Board:

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Bethany A. Towne