



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

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

**Monday, August 20, 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.

Selectboard Member Capron attended via telephone.

APPROVED MINUTES

Call Meeting to Order

Meeting called to order by Chair Towne.

Changes to Agenda

Town Administrator Hadley asked to add 3 subjects: traffic signals at Fisher Road, Berlin Mall Road, and Hospital Drive; a private road proposal; and letter to sewer residential customers.

Public Comment

None.

Public Hearing – Speed Limit Amendment on Brown’s Mill Road

This has been an ongoing topic. The road is a dead end dirt road with speed limit currently at 35 MPH. The police department did a brief speed study and did not find speeders. The issue is more that 35 is not realistic given the nature of the road so the residents would prefer the signs display a more appropriate speed limit of 25 MPH. Hansen moved to adjourn the public hearing and convene the selectboard. Seconded by Lamberton. Passed unanimously.

Hadley asked to add the vote on public hearing regarding the speed limit ordinance on Brown’s Mill Road.

Hansen moved to amend the traffic and vehicle ordinance to change the speed limit on Brown’s Mill Road from 35 miles per hour to 25 miles per hour. Seconded by Lamberton. Passed unanimously.

Treasurers Report

Town Treasurer Isabelle reported that she provided to the board the July budget status report, trial balance, and delinquent tax report. There was a tax sale on the 14th. The night before the sale there was a full payment of one property. The land did sell, but neither of the mobile homes sold. There was a discussion of options. One option is to go to the board of abatement for lowering of value so they can be sold for less.

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There was doubt that anyone would buy them even with a lowered price and the legal fees to go back to tax sale are prohibitive. The other option discussed is to authorize the town to purchase the mobile homes so that after a year they can be removed. The town would pay the value of the back taxes which would show up as a moving of funds in a journal entry.

Approval of Licenses, Permits, Vouchers, and Applications

Hansen moved to approve general fund accounts payable warrant number 19g04 with checks 18327-18394 in the amount of \$83,921.50. Also general fund accounts payable warrant number CBNA01 in the amount of \$16,934.03. Also payroll warrant number 19-04 for payroll from August 5, 2018 – August 18, 2018 in the amount of \$42,542.28. Also July 2018 journal entries, July 2018 reconciled bank statements for the general fund, sewer commission, and water division. Seconded by Lamberton. Passed unanimously.

Joe Staab – Berlin Fire Department

Staab had two topics to discuss with the board:

As a follow up to last year, Staab discussed the outsourcing of the bookkeeping and audit of the Fire Department. He needed to know if the board would like an audit done. Isabelle suggested an audit. There was discussion of ensuring that the books are being kept well by having an audit done.

Staab also discussed the Riverton building. A report provided states that the building is at below average condition. Staab discussed the condition of the building and notes from the report. There seemed to be more concerns about the hall than the three-bay garage. There is an engine there which is still in use. There previously were more members of the department who could respond on that side of town. There are now 4. The calls are mostly motor vehicle and grass fires. The plan moving forward is to do excavation on one side and see what condition the structure is in. Towne asked about how that station would change response times for that side of town. Staab explained that if there is a structure fire, the neighboring town also responds. Alteration or removal of the station would impact motor vehicle crash response times mostly. Towne asked if the three-way bay could remain if the hall needs to be removed. Staab replied that it is an option being considered.

Barre Thunder Chickens – Snowmobile Route

Hadley explained that he discussed the route with the Chief of Police who did not recommend it because of the traffic on Crosstown Road. Hadley asked to confirm that the plan is to park in the lot by Applebee's which was confirmed. Hansen mentioned that he has heard concerns from other residents about traffic. There was more discussion of the need for the route because of permissions or lack of permission from other property owners with land that would connect snowmobilers to existing trail. More insurance is to be gathered regarding insurance.

Ashley Squier and Robert Crouch – Working in Right of Way Permit

Squier and Crouch are planning to replace a culvert. There was discussion of the location and needs for that driveway. Hansen moved to approve the permit to work in the right of way. Seconded by Lamberton. Passed unanimously.

Letter from VTrans Regarding August 6 Meeting

Mahendra, who attended the August 6 meeting, sent a clarifying email to confirm what was discussed before they send the work out to bid. Hadley was given permission to confirm. Lamberton asked to add that Airport Road shall be used for detour.

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Bid Opening for Berlin Police Department Door Replacement

No bids were received. Hadley provided a copy of the RFP for the board to review and edit if needed. Companies were suggested to request quotes from.

Mirror Lake Road Culvert Replacement

The culvert was ordered sooner than it should have been for which Hadley apologized and informed the board of. The price was verified as reasonable before it was ordered by the engineer. A miscommunication about an eagerness to complete the project resulted in the early ordering of the culvert.

Letter Received Regarding Town Roads from Cyclist

A bicyclist wrote to the town with concerns about a narrow section and shoulder condition.

Traffic Signals

The vendor was contacted regarding the two items discussed at the last meeting. Traffic detection is \$23,000 and replacement of the cabinet \$23,500 for a total of \$46,500. An amount of \$50,000 was discussed at the last meeting. Lamberton moved to approve acceptance of the traffic signal upgrades for Fisher Road in the amount of \$46,500 and to have the board chair sign the proposal. Seconded by Hansen. Passed unanimously.

Private Road

There is a development going in off of Bartlett Road and there was a question of having a private road declared for that development. There was a suggestion of Velma's Way. It was verified with 9-1-1 that there is not a conflict with it sounding like any other road. The DRB has encouraged that a maintenance agreement be considered and to have the road be kept to town standards.

Letter to Sewer Customers

A re-written letter was provided for the board to review. It explains advantages for the customers to complete a survey. Lamberton moved to approve the letter as written. Seconded by Hansen. Passed unanimously.

Approval of Selectboard Minutes – 07/23/18

Lamberton moved to approve the minutes of July 16 as published. Seconded by Kelley. Passed 3-0 with 1 abstained.

Town Administrator Report

Hadley asked to move the next meeting to Thursday, September 6 to avoid Labor Day. He received from the league the paperwork to appoint a delegate to attend the annual meeting October 3. Kelley moved to appoint Jeremy Hansen to attend as a voting delegate to VLCT. Seconded by Lamberton. Passed unanimously.

Round Table

Hansen gave a brief positive review of the Dog River Brewery.

Executive Session

None.

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

For the Select Board:

Bethany A. Towne