



**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, December 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.

**UNAPPROVED MINUTES**

Berlin Fire Department Budget Presentation

The Deputy Chief of the Berlin Fire Department was present in place of the Chief of the Fire Department, who was at a work-related incident. The presentation provided highlights and changes of the budget proposed for 2020. Total expenditures presented were \$331,400.00. This is an 8% increase from the current year. The department income is increasing to \$63,432.00. The increase to the town is 4.9% or the amount of \$267,968.00.

Jerry Diamantides the town representative on the board, made comments on the proposed budget. He explained that the day-to-day budget is lean and he praised the fiscal responsibility of the department. He discussed the need for a new truck in the not-so-distant future; estimates range from 2-5 years. A discussion continued about ways for the fire department to save for large expenditures and ideas regarding bookkeeping.

Administrative Budget Presentation

Town Administrator Hadley presented the administrative budget. There is a projection of an additional \$18,350.00. The pilot is more than expected in previous years so that figure increased. This is the single major change stressed in the brief presentation. Hadley went through smaller changes to the budget by item. There was a brief discussion about the phone system in the municipal building and a discussion of the building itself. Changes at the Berlin Mall, including the town center designation, were discussed generally. The board also discussed highway department projects and machinery.

Lamberton moved to adjourn the budget meeting. Seconded by Kelley. Passed unanimously.

Call Meeting to Order

Chair Towne called the meeting to order.

Changes to Agenda

Town Administrator Hadley asked to add an item for the recreation department snow blower.

Public Comment

None.

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### Treasurers Report

Town Treasurer Isabelle reported that the audit is nearly complete.

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

Hansen moved to approve accounts payable warrant number 19g11 with checks 18662-18711 in the amount of \$224,130.98; also, Northfield Savings payment NSN19-16 in the amount of \$5,970.53; also, payroll warrant number 19-11 for payroll from November 11, 2018 through November 24, 2018 in the amount of \$49,588.05. Seconded by Lamberton. Passed unanimously.

### Ordinance – Use of Town Roads for ATVs & Snowmobiles

Towne provided a summary of the question before the board. The snowmobile club approached the town for permission to use roads so they can move forward with establishment of trails. The task at this meeting is to decide if the snowmobiles will be allowed use and of which roads. Lamberton discussed what section the club needs to use because there are no alternative routes. The section he referred to is the section which allows the snowmobiles under the interstate bridge. Lamberton moved to go forward with the ordinance allowing use, by snowmobiles, of town roads specifically over the approximate 1,000 feet from the dry hydrant on Crosstown Road to Paine Turnpike South with an annual renewal. Seconded by Kelley. Passed unanimously.

### Renewal of Ambulance Contract

The contract expires June 30, 2019. The contract gives the option to extend another 2 years. The cost increase will be from \$33.79 per capita to \$36.15 for FY '20 and \$38.68 in FY '21. Lamberton moved to enter into a contract extension with Barre Town Ambulance. Seconded by Hansen. Passed unanimously.

### Approval of Minutes from Previous Meetings – 10/15/2018, 11/01/2018, 11/29/2018

Hansen moved to approve the minutes of the October 15, 2018 selectboard meeting with previously noted change. Seconded by Kelley. Passed unanimously.

Hansen moved to approve the November 1, 2018 selectboard meeting minutes with the previously noted change. Seconded by Kelley. Passed unanimously.

Lamberton moved to approve the minutes of the November 29, 2018 selectboard meeting. Seconded by Kelley. Passed unanimously.

### Town Administrator Report

Hadley briefly discussed the town center designation, including the zoning regulations which will call for public hearing which is scheduled for January 10.

Washington county has a pre-budget meeting for FY '20 next Thursday at the county clerk's office.

In 2019, the town will undergo mapping as part of a state project.

An RFP will be put out for the hazard mitigation plan and there is funding for that.

Hadley will attend emergency training for administrators next week.

Hadley plans to do a rewrite of the animal control ordinance.

### Recreation Department – Snow Blower

The snow blower used by the recreation department to clear snow from the rink is failing and will need replacement. Tom Willard gathered three quotes: (1) from Tucker machines (Toro Powermax) for \$1,999.99; (2) John Deere (Honda HS) 3029.00; (3) Sears (Sears) \$1,799.99. Lamberton noted that the machine from Tucker Machines can be repaired by the dealer which is advantageous. Lamberton moved to

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buy the snowblower, using recreation funds, from Tucker machines for \$1,999.99. Seconded by Kelley. Passed unanimously.

Convene Liquor Control Board – Catering License – Cornerstone Burger Co.

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

Hansen moved to approve the catering license for Cornerstone. Seconded by Lamberton. Passed unanimously.

Reconvene Selectboard

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

Round Table

None.

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

For the Select Board:

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Bethany A. Towne