

**Town of Berlin  
Municipal Office Building  
108 Shed Road  
Berlin, Vermont 05602  
Regular Select Board Meetings  
1<sup>st</sup> & 3<sup>rd</sup> Monday of Each Month**

**Due to President's Day this meeting was rescheduled to Wednesday**

**Wednesday, February 22, 2017**

**Regular Selectboard Meeting**

Selectboard Members: Ture Nelson, Chair, Jeremy Hansen, Vice Chair, Pete Kelley, Secretary, Brad Towne and Wayne Lamberton. Dana Hadley, Town Administrator and Diane Isabelle, Town Treasurer. All items are unanimous unless otherwise noted.

**Approved Minutes**

Review of the Warrants

Selectboard Meeting-Call to Order

The Meeting was called to order by Ture Nelson, Chair

Additions to or changes to the agenda

There were two additions to the agenda

- Building Security Cameras
- For Liquor Commission to convene

Public Comment

None

Treasurer's Report

Town Treasurer Diane Isabelle presented January 2017 budget status, trial balance and delinquent tax reports. She noted that assessors would be completing a review of the Town's commercial properties by the beginning of April. She has streamlined the reports so there will not be as many blank pages. She is researching Town reserve funds than have been on the Town books for many year to determine and verify their purpose.

Robert Wernecke Report on Central Vermont Regional Planning Commission-Traffic Count Discussion

Robert Wernecke discussed an upcoming meeting that is calling for a by-law change. The most significant is to allow the commission borrow money. It is projected that funds will be need to be secured to cover an expect cash flow shortage for June and July, 2017. Future revenues would allow them to satisfy the borrowing. This would not add any liability for the Town. Normally the Planning Commission has a three to six month reserve. Personnel changes has impacted the reserves. It is expected that they will be able to build those up again. The Board stated that they do not have any issue or concerns with the by-law change.

Wernecke also reported on traffic counts for specified town highways. He said that he felt the Town needs to have more traffic count information especially in light of requests by the state and the city of Montpelier to use Town roads for temporary detours.

Central Vermont-Home, Health and Hospice Agreement

The agreement with Central Vermont Home Health and Hospice for payment in lieu of taxes in the amount of \$5,000 annually for the ten year period of July 1, 2017 to June 30, 2027 was signed by the Chair.

Signature for Wetland Application-Vermont Fish and Wildlife

Motion by Lamberton to sign the update Wetlands application, second by Kelley. Vote 4-0, In the affirmative with 1 abstention by Selectboard Member Hansen.

Fund Balance Policy

Motion by Hansen to adopt the fund balance policy second by Lamberton.

Approval of Licenses, Permits, Vouchers and Applications

Motion by Lamberton to accept accounts payable warrant number 17G17 with checks 16906 to 16938 in the amount of \$52,572.70, account payable warrant number 17W15 with check 10134 to 10135 in the amount of \$97.00, payroll warrant #17-18 for payroll from February 5, 2017 to February 18, 2017 in the amount of \$43,670.67 and the journal and tax admin report for January, 2017 second by Kelley.

Administrative Code

The Town Administrator reported on the progress of the Administrative Code.

Use of Town Roads

- Dog River Road

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There was discussion regarding the city of Montpelier's plan to use Dog River Road. Montpelier Public Works personnel is scheduled to attend the Selectboard meeting of March 20<sup>th</sup>.

- I-89 South bound entrance

The Board was contacted by the Agency of Transportation about an idea to use Town roads for a temporary south bound access for I-89 while four bridges are having the decks replaced. This project is expected to be done in 2020. There were several Crosstown Road residents present and as further information is provided a public hearing will be scheduled.

### Building Security Cameras

The Police Chief requested to the security cameras in the Police Department be updated. There have been three quotes submitted for the project of which one is a substantial price difference from the other. As there are still several questions on the subject this will be tabled until a subsequent meeting pending clarification.

### Approval of Previous Meeting Minutes-01/23/2017 & 02/06/2017

Motion by Lamberton to approve the minutes of January 23, 2017 with noted correction.  
Second by Kelley.

Motion by Hansen to approve the minutes of February 6, 2017 with noted corrections.  
Second by Kelley.

Vote for February 6, 2017 meeting minute approval: 4-0 In the affirmative with 1 abstention-Selectboard Member Nelson

### Town Administrator's Report

The Town Administrator reported the receipt of the monthly report from the Water Operator and a letter received from Green Mountain Power in regard current street lights being replaced by LED lights.

Motion by Hansen to adjourn the Selectboard and convene the Liquor Control Board.  
Second by Towne.

### Liquor Control Board

Liquor License renewals; For Walmart Stores #262-282 Berlin Mall Road  
CVS Pharmacy #10127-1634 US RT 302

Motion by Hansen to approve both renewal requests second by Lamberton.

Motion by Hansen to adjourn the liquor control board and reconvene the Selectboard Meeting.

Roundtable

Selectboard Member Hansen advised that the Fire Department wanted to be sure that it was understood that the Fire Department Audit was an audit review year and not a full audit.

Executive Session – Legal, **Personnel**, Contract (Executive Session Anticipated)

Motion by Hansen to enter into executive session pursuant to 1 V.S.A. §313(a)(2) for discussion on a Real Estate Easement

Meeting Adjourned at 8:13 p.m.

For the Select Board:

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Dana Hadley