



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

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

**Monday, July 6, 2015
6:30 PM**

Selectboard Members: Ture Nelson, Chair; Jeremy Hansen, Vice Chair; Roberta Haskin, Secretary; Brad Towne and Pete Kelley. Present: Dana Hadley, Town Administrator; Diane Isabelle, Town Treasurer. Tim Davis, Highway Superintendent. All items are unanimous unless otherwise noted.

APPROVED MINUTES

Call to Order

Meeting called to order by Chair Nelson. Towne absent.

Changes to Agenda

Added a contract with Central Vermont Humane Society, a digging in the town right of way application, park and ride topic, and liquor commission meeting to approve an application.

Public Comment

None.

Public Hearing on Route 302 Pedestrian-Scoping Study

Ongoing study to evaluate a safe way for bicyclists to be able to travel on 302. Recommendation is for buffered bike lanes, where the outer lanes are made into bike lanes and separated by painted lines. Diagrams were provided that showed the road plan and where lines would be painted as well as where crossings would be located. Also showed where sidewalks would be added. Cost estimates were provided and displayed as well. Sidewalk cost would be around \$136,000-\$212,000 per segment for construction cost estimate. Other expenses would need to be considered for total cost when pursuing grants, with total cost for all sidewalks being around \$1,500,000. Financial sources were explained. Timeline for the project would be 4 years+. Nelson mentioned the amount of water that has been sitting on the roadway just beyond Sunoco gas station and mentioned it would be hard to put a bike lane there if bicyclists would have to ride through water. The issue stems from the culverts in the area. Drainage on sidewalks was included in estimate. Nelson asked about cost to town for bike lane and road diet. Cost is very little, VTrans would cover the painting. Nelson also asked about where buses would stop, and they would stop in the bike lane but it's not anticipated to be a large conflict. Nelson asked in regards to the sidewalks if light poles and utilities would need to be moved and some would. Nelson's final question was about right of way, and the easement would be to the town (not VTrans). The town would assume responsibility for sidewalks once complete. Questions from the public continued.

Letter from VTrans Regarding Park and Ride

Letter asked if the town knew of anywhere to put a park and ride on municipal or state property adjacent to a state highway. There is a grant available for a park and ride.

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Treasurers Report

Discussed the amount of money in a restoration reserve, total of which is \$11,559.31 starting FY '16. Would like to move money into conservation reserve, for total to be \$36,559.51 starting FY '16. The amount of \$297.64 was given to the town by the state for lister training to be moved into a reserve to make a total of \$820.64. Berlin Community Fund (Police) donations collected totaling \$10,725 of which \$3,903.57 was spent, the remainder to be moved to reserve for reserve total of \$15,538.97. Haskin moved to move \$6,821.43 of the community police fund to the reserve. Seconded by Hansen. Passed unanimously. Hansen moved to carry over \$800 from the previous fiscal year for the current fiscal year for guard rail repairs contingent upon approval from the auditors. Seconded by Haskin. Passed unanimously.

Approval of Licenses, Permits, Vouchers, and Applications

Hansen moved to approve payroll warrant number 16-1 for June 14, 2015 to June 27, 2015 and payable on July 1, 2015 in the amount of \$34,770.68. Also accounts payable warrant number 41 with check 15293-15319 in the amount of 43,829.78 with note that check 15294 shall be paid contingent upon receiving itemized invoices from the fire department. Also accounts payable warrant number 42 with check 15320-15330 in the amount of \$6,555.42. Seconded by Kelley. Passed unanimously.

Bid Opening Winter Sand, Gravel, and Roadside Mowing

Two bids received for sand. Cheney Trucking: \$11.09 per cubic yard delivered, \$6.50 per cubic yard at the pit. McCullough Crushing, Inc out of Middlesex: \$11.60 per cubic yard delivered, \$7.00 per cubic yard at the pit. Hansen moved to accept the bid from Cheney Trucking of Montpelier at the amount of \$11.09 delivered and \$6.50 per yard at the pit. Seconded by Kelley. Passed unanimously.

Three bids were received for gravel. Northeast Materials of Graniteville: 1 1/2" per ton delivered \$10.45, \$7.00 at the pit. 3/4" per ton delivered 10.45 delivered, \$7.00 at the pit. J.A. McDonald of Lyndon Center: 1 1/2" \$13.85 per ton delivered, \$9.75 per ton at pit. 3/4:" \$13.85 delivered, 9.75 at the pit. Pike Industries: 1 1/2" \$9.78 delivered, \$6.25 at the pit. 3/4" \$9.78 delivered, \$6.25 at the pit. Hansen moved to accept the bid from Pike Industries of Berlin in the amount of \$9.78 delivered and \$6.25 at the pit contingent that the gravel is double coned so as to remove sharp edges. If not, the bid will be awarded to Northeast Materials of Graniteville at the amount of \$10.45 delivered, \$7.00 at the pit. Seconded by Kelley.

Two bids received for roadside mowing. Allen Audette of Jeffersonville, \$4,850 and included certificate of insurance showing \$1,000,000 of liability. Green Mountain Lawn and Landscape, LLC/John Cattier, \$5,000. Hansen moved to accept the bid from Mr.Audette in the amount of \$4,850. Seconded by Haskin. Passed unanimously.

Appointment Paperwork for Committee Members Appointed at Previous Meetings

Board members completed appointment paperwork and signatures.

Proposed rfp for Landscape Design and Construction at Muzzy Road Park

RFP being put together for the design of the Muzzy Road Park and the construction of the park. Two grants available, one for \$5,000 and the other for \$30,000 for these projects.

Contract with Central Vermont Humane Society

Annual contract, covers cost of animals if they are brought to them by the town. Charge is the same if an animal is brought there by the town or individuals. Tabled until a copy is available for all board members to review.

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Request to Work in the Right of Way

Request from Superior Development for improvement work on a driveway. Hansen moved to approve the permit to work in the right of way for Superior Development. Seconded by Kelley. Passed unanimously.

Town Administrator Report

Hadley reported on a case where a resident asked the town for help to possibly replace a well. Some testing is being done on the well and water and contact has been made with the insurance company.

On June 29, tax rate was set at .46295 but tax rate can only be raised 4 places so rate would be .4630.

Spoke with a resident about the economic development committee and he encouraged the board to go on with the committee. Hadley to work with Hansen on the subject.

First meeting in September would fall on Labor Day, so setting the meeting to Wednesday the 9th.

Received an update from the route 62 signal project, currently setting up foundation for the sign bridge and installing guard rails.

Water update: the line is under route 62 at Fisher Road, crew was working opposite Granger Road today.

Making progress. Casting walls, expected to take another 2 weeks to finish tank and then will work on pump building.

Work beginning on new building where Hooker's was and where the old Taco Bell building was.

Work going on at former Staples building to fix sprinkler but no news on a tenant.

No news on Kohl's building.

Approval of Minute(s) of Previous Meeting(s)- 6/15/2015, 6/29/2015

Haskin moved to approve the minutes of June 15, 2015 with noted corrections. Seconded by Kelley. Passed 3-0, with 1 abstained.

Hansen moved to approve the minutes of the June 29, 2015 Berlin Selectboard meeting. Seconded by Haskin. Passed unanimously.

Round Table

Hansen asked if there is an update about the solar panels on the municipal building. Hadley answered that as of now it is not moving forward because of the lack of having a match for the grant. Nelson recommended sending a letter to the grantee to inform them of the decision not to move forward.

Haskin discussed that the state released education rates, and that the rate is \$1.59 residential and \$1.47 non-residential. Has asked in the past why residential rate is higher and never gotten a good explanation, but did receive an overview of how the rate is set by Treasurer Isabelle. Mentioned that it may be good to have someone available at a meeting to discuss the topic with residents.

Liquor Control Board

Hansen moved to adjourn the select board and reconvene the liquor control board. Seconded by Kelley. Passed unanimously. Application to cater a retirement party expecting around 80 people at the Grange on Route 12, applicant is Black Krim Tavern/Sara Natvig of Randolph. Hansen moved to approve the catering license for the Black Krim Tavern, LLC for Saturday the 11th at the Grange. Seconded by Kelley. Passed unanimously. Hansen moved to adjourn the liquor control board and reconvene the select board. Seconded by Kelley. Passed unanimously.

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

For the Select Board:

Bethany A. Towne