



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

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

**Monday, July 16, 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.

APPROVED MINUTES

Call Meeting to Order

Chair Towne called the meeting to order. Hansen absent.

Changes to Agenda

None.

Public Comment

None.

Treasurers Report

Town Treasurer Isabelle provided to the select board the June trial balance, budget status report, and delinquent tax reports. Tax bills were printed the 10th and mailed the 12th.

Approval of Licenses, Permits, Vouchers, and Applications

Lamberton moved to approve accounts payable warrant number 19g02 with checks 18242-18277 in the amount of \$58,951.91. As well as payroll warrant number 19-01 for payroll from June 24, 2018 – July 7, 2018 in the amount of \$42,643.19. As well as June 2018 general journal and tax admin entries and adjustments and 2018 bank account reconciliations for general fund, sewer commission and water division. Seconded by Kelley. Passed unanimously.

Annual Financial Plan Town Highways

Town Administrator Hadley explained that this is annual paperwork prepared for VTrans. It outlines estimated winter and general maintenance costs and which roads will be deemed class 2 and class 3. Kelley moved to approve the annual financial plan for town highways as presented. Seconded by Lamberton. There was discussion of road work and road projects in various stages of planning. Lamberton prompted discussion of culvert work awaiting a state permit and at risk of being held off because of the October cutoff for digging. Motion passed unanimously.

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In 2014, the town adopted the Town Road and Bridge Standards which are still in compliance. Documentation of confirmation was provided and signed.

Winter Sand Bid Opening

Two bids were received for winter sand.

Taber Earth Extractors - \$10.25 per cubic yard.

Hebert Excavation - \$8.50 per cubic yard. Material ready August 15.

There was discussion of sand quality. Kelley moved to table until the next meeting. Seconded by Capron. Passed 3-0 with 1 abstained.

Hauling was discussed. The servicer from last year offered to extend the contract. Kelley moved to continue the agreement. Seconded by Capron. Passed 3-0. Selectboard Member Lamberton abstained from the vote due to a conflict of interest.

Quote – Hose Machine

Road Foreman Tim Davis discussed having a hose machine owned by the town instead of going elsewhere each time a hose is needed. Often times a hose will fail at a time when it is difficult to obtain a replacement. He felt that purchasing a machine would allow for an immediate repair and be cost effective in the long run. The machine costs \$2300. Lamberton moved to approve purchase of the hose machine. Seconded by Kelley. Passed unanimously.

Approval of Selectboard Minutes – 05/21/2018, 06/04/2018 & 06/25/2018

Lamberton moved to approve the minutes as printed for the meeting of May 21. Seconded by Kelley. Passed unanimously.

Kelley moved to accept the select board minutes for June 4, 2018 as presented. Seconded by Lamberton. Passed unanimously.

There was no quorum for the June 25 minutes.

Town Administrator Report

Late in the afternoon, Hadley received an email from Michael Miller, the Director of Planning and Community Development for the City of Montpelier. The city has applied for a grant for a rail study between Montpelier and Barre. They are asking for a letter of support for the grant.

A letter was received from the Town of Barre reminding the town that it is the last contract year for the ambulance service. They provided the rates for renewing a contract.

The Barre Town Thunder Chickens are working on trails and have contacted the Town asking for permission to use town roads. The snowmobile ordinance was removed and it is currently illegal to ride on a town highway except for a road crossing.

Round Table

None.

Executive Session

None

Motion to adjourn by Lambertson. Seconded by Kelley.

For the Select Board:

Bethany A. Towne