Town of Berlin
Municipal Office Building
108 Shed Road

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

Monday, July 21, 2014
5:00 PM

Selectboard Members: Ture Nelson, Chair; Roberta Haskin, Vice Chair; Jeremy Hansen, Secretary; Brad Towne and Pete Kelley. Present: Tom Badowski, Acting Town Administrator, Diane Isabelle Town Treasurer. All items are unanimous unless otherwise noted.

APPROVED MINUTES

Call to Order

Hansen moves and Kelley seconds to move to Executive Session for the purposes of discussing Personal Matters. Passed unanimously.

6:20 PM Hansen moves and Kelley seconds to adjourn Executive Session. Passed unanimously

6:30 PM Meeting reconvened by Chair Ture Nelson. Haskin absent.

Changes to Agenda

None.

Public Comment

None.

Treasurers Report

Audit starting next week, paperwork given to the board giving current information. Received check that had been discussed previously from CVMC. Computer server being prepared, data transfer will take a day. Will let board know what day that will happen. Talked with someone from Vermont Appraisal Company about having his work done, hopefully by Friday. Adjusting entries provided for approval, bank statement provided as well.

Reservation of FY '14 Funds

Chief handed something in, needs more explanation as is not special appropriation. Would like to be able to use some money that was left in account towards upcoming year. Chief requesting to reserve $3,200. $1,600 for PC replacement, $1,600 to replace firearm accessories. Money is expenditures where the entire amount was not used, funds currently in the general fund. Hansen moved to table the reservation of fiscal year 2014 funds until set tax rate. Seconded by Towne. Passed unanimously.

Town Web Site

Economic Development Committee met with the Snelling Center for Government two weeks ago. They are offering to make an update to site, no charge to town. Their proposed template used in several Vermont towns. Money available to us because of being affected by Irene. Deadline of October 1 to have completed. Small committee to meet to put together comment, then site would be run by town. They would provide training for using site. Nelson recommend that Isabell, Hansen, Rhinerson, and himself serve on committee and work with Snelling to work on this. So moved by Hansen. Seconded by Towne. Passed unanimously.

Interim Town Administrator/Zoning Administrator Appointment

Nelson recommended appointing Tom Badowski as interim Town Administrator/Zoning Administrator with full time status at the rate of $25 per hour for time serving as Administrator. So moved by Hansen. Seconded by Kelley. Passed unanimously.

Paving Bids

Bids were divided by job. First two jobs include Hersey Road and Paine Turnpike. Other is shimming Paine Turnpike at city line and shimming Granger Road. Bids included total for first two items and all three. When considering first two, Green Mountain Paving $10,000 less than second bid. On third item itself, Pike Industries is about $1,000 less than next highest bid. Discussion continued about what the best option may be for part of Paine Turnpike that was sent to bid for shimming, as question was raised if it would be worthwhile to repave instead of shimming and then repaving in the near future. Hansen moved to accept the bid for Hersey Road and Paine Turnpike from Green Mountain Paving for subtotal of $75,780. Seconded by Towne. Passed unanimously. Badowski suggested letting him talk to the vendors about splitting up the jobs, and if that would affect their quotes. Towne suggested putting the rest back to bid with specifications on the thickness of material. Badowski suggested having them submit a letter claiming the quote is for inch and three quarters thickness. Hansen moved to table on additional paving items until there is more information available. Seconded by Towne. Passed unanimously.

Roadside Mowing Bids

Allen Audet bid total of $4,850. Green Mountain Lawn and Landscape, LLC bid total of $4,775. Hansen moved to accept the bid from Allen Audet for roadside mowing for $4,850. Seconded by Towne. Passed unanimously.

Street Name Change- Bennington Drive (Green Mountain Drive)

Topic has been discussed before, was under the impression that no address would need to be changed. 911 board has informed the board that is not the case and that existing numbers would have to be renumbered on Bennington Drive. Nelson suggested using the name Caledonia Drive to bypass issue of renumbering. Hansen moved to warn public meeting for changing that section of Bennington Drive to Caledonia Drive. Seconded by Towne. Passed unanimously.

Class 4 Road Policy

No material to discuss at this time. Hansen moved to table to next meeting. Seconded by Towne. Passed unanimously.

Solar Project

Badowski in process of corresponding with Catamount who was partnered with to get grant proposal in. Badowski will pursue the topic.

Charter Change Committee

Hansen posted again on Front Porch Forum, did not receive any response or interest. Received verbal agreement from Geoff Farrell, who is interested. Committee would also include Hansen, Corrine, and Rosemary for total of four. Hansen moved to form the Charter Change Committee comprised of Ture Nelson, Jeremy Hansen, Corinne Stridsberg, Rosemary Morse, and Geoff Farrell. Seconded by Towne. Passed unanimously.

Request to Work in ROW- CVMC- Fisher Road

Repaving interior roads to main building. Hansen moved to approve the request to work in right of way from CVMC on Fisher Road. Seconded by Towne. Passed unanimously.
Request that the State of Vermont take Ownership and Maintenance of Fisher Road

Nothing to report on. To investigate with state if this is feasible and what the process is. Towne mentioned that giving up right would take away flexibility to work in that area, such as laying pipe. Discussion continued about whether or not to pursue this now. No conclusion reached.

Water Supply Project

Received permit to work in state right of ways. Working currently on procuring easements. Bids may be ready in about 3 weeks. Kelley asked about the number of easements, there are 7 being worked on.

Acting Town Administrator's Report

Badowski sent update on individual requesting public records. Asked that it be considered in the budget for PowerPoint equipment to project agendas at meeting to avoid using paper.

Approval of Minute(s) of Previous Meeting(s)

Towne moved to approve July 7 regular select board minutes. Seconded by Hansen. Passed unanimously.

Approval of Licenses, Permits, Vouchers and Applications

Hansen moved to approve licenses, permits, vouchers, and applications. Starting with check warrant report number 2, includes check 13312 in the amount of $1,410.99. Check warrant report number 3, including checks 13313-13346 in the amount of $68,272.27. Would like to call out in particular the check to Otter Creek Engineering, number 13338, in the amount of $4,620 to be indicated as part of water project. Payroll warrant 2, dated July 16, 2014, in the amount of $35,871.23. Tax admin adjustments for June 2014 and May 2014. Adjusting entries from June 2014, entries 69-73. Bank statement for June 2014, balance shows $530,456.12. Seconded by Kelley. Passed unanimously.

Round Table

Nelson spoke of starting to get the word out for replacement members on Sewer Commission and Cemetery Commissions.
In Times Argus, Barre Town was advertising for animal control officer.
League holding open meeting and public records act workshop on September 10 at Capital Plaza. Nelson has already registered. Others interested can register on League website.

Corinne Stridsberg present, asked about brochure and if it was mentioned, had not been. Wanting a copy of a brochure sent out with tax bill. Ran through list of who contributed and what material was added. Hansen mentioned double checking with Fire Department to see if they wanted anything changed.

Hansen asked if everyone received email inviting board members to convene a meeting regarding development in neighboring land. Applicant of development has not brought forth any additional plans to DRB. Badowski to discuss with them to get a better sense of where the project stands.

Hansen moved to adjourn the meeting. Seconded by Towne. Passed unanimously.

For the Select Board:

Bethany A. Towne

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