



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

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

**Monday, June 5, 2017
7:00 PM**

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

APPROVED MINUTES

Review of the Warrants

Public Hearing- Administrative Code

Town Administrator Hadley reviewed contents of the code. It is comprised of several items removed from the charter. There were no comments from the public and the Public Hearing closed.

Selectboard Meeting-Call to Order

Chair Nelson called the meeting to order. Hansen absent.

Changes to Agenda

Hadley added to the liquor board a catering license application.

Public Comment

None.

AOT Proposal for I-89 South Bound Access During Bridge Deck Replacement

The state has presented two proposals to the town. Nelson expressed his feeling that neither plan is optimal. Details of the proposals were discussed. Option A was eliminated as it planned to detour traffic using Crosstown Road, but would be plausible if Miller Road and Airport Road were used instead. Lamberton moved to notify the Agency of Transportation that Option A for using Crosstown Road is not acceptable to the town but a modified option B using Miller Road and Airport Road with permission from the town of Barre would be preferable. There was discussion on the topic including input from the public. Motion passed unanimously.

Application for Special Event Permit- Central Vermont Runners- Jeff Prescott

Prescott discussed the routes for runs on June 10, June 25, and August 17. Lamberton moved to approve the three applications and waive the fee. Seconded by Kelley. Passed unanimously.

Treasurers Report

Town Treasurer Isabelle set the tax sale date for the Neill Road property for August 1. The assessors have sent out the change of appraisal letters and grievances will be heard June 14.

Approval of Licenses, Permits, Vouchers, and Applications

Lamberton moved to approve general fund accounts payable warrant number 17g 24 with checks 17166-17209 in the amount of \$121,068.74. As well as the water division accounts payable warrant number 17w21 with checks 10153-10157 in the amount of \$3345.20. As well as payroll warrant 17-25 for payroll form May 14- May 27 in the amount of \$36,491.29. Seconded by Kelley. Passed unanimously.

Fire Wall- Computer Server

Hadley gave an overview of issues with the fire wall. The hardware costs \$939.00 which is not in the budget for 2017 so it would have to wait for the next budget. The Board asked that the discussion be postponed to the next meeting so Selectboard Member Hansen could give his opinion.

Highway Superintendent Report

Highway Superintendent Tim Davis gave an update on plans for the highway division and upkeep on roads through the summer.

Black Road- Class 4 Maintenance Plan

Discussion on maintenance of Black Road continued from previous meeting. The discussion is to continue at the next meeting.

Bid Results- Gravel, Sand, Paving, and Roadside Mowing

One bid was received for gravel. Northeast Materials Group for 5000 tons of 1.5" plant mix and 5000 ton of .75" plant mix. 1.5" is \$8.95/ton and .75" at \$8.95/ton. Lamberton moved to accept the bid from Northeast Materials for the gravel as quoted. Seconded by Towne. Passed unanimously.

Hebert Excavation Corporation put in a bid for sand at \$7.40 per cubic yard. Lamberton moved to accept the bid. Seconded by Kelley. Passed unanimously.

Four road paving bids were received.

Pike Industries: Estimated 1290 tons at \$74.33 per ton for a total of \$95,885.70

ST Paving: \$68.00 per ton installed, 1,170 ton total, does not include line striping. Total of \$120,360.

Green Mountain Paving and Seal Coating: Total tonnage of 1,640 at \$93.00 per ton in place.

Jay Hutchins: Cost per ton is \$66.50 and a description of work was provided. Estimated tonnage 1,567.

Towne moved to table the decision to next meeting. Seconded by Lamberton. Passed unanimously.

Two bids received for roadside mowing.

Allen Audet: \$5,450 total.

Lamson's Property Services: \$5,250 total.

Lamberton moved to award the roadside mowing to Lamson's Property Service. Seconded by Towne.

Passed unanimously.

Annual Financial Plan- Town Highways- Agency of Transportation

Hadley presented the annual paperwork filed. The law is that \$300 per mile has to be devoted in order to receive stipend from DOT. Had applied for grant for Fisher Road but the grant was not received. Lamberton moved to sign the paperwork. Seconded by Towne. Passed unanimously.

Performance Evaluation for Staff

Hadley shared with the board the form he intends to use for employee evaluations.

State Revolving Loan Program for Well Development

Hadley presented the application needed to go to the state to apply for a loan for well development. It includes the engineering and tests at the site. Lamberton moved to approve signature of the application. Seconded by Towne. Passed unanimously. Specifics to be provided at a future meeting.

Approval of Previous Meeting Minutes- 5/15/17

Lamberton moved to approve the minutes as printed. Seconded by Kelley. Passed unanimously.

Town Administrator Report

Hadley reported that the next Planning Commission meeting is June 15. He gave a brief description of the agenda.

He gave an overview of topics being addressed by the DRB.

Correspondence has been received that the source protection plan will need to be updated. The plan will remain very similar but with updates.

Work is being done on Granger Road to fix depressions in the road.

The police department has received a grant for new radios in cruisers.

Signatures for Updated Purchase Policy

Members of the board signed the last page of the updated purchase policy.

Acceptance of Police Officer Resignation

Karie Tucker resigned as of May 16. Towne moved to accept the resignation. Seconded by Lamberton. Passed unanimously.

Convene Liquor Board – Outside Consumption Permit – Twin City Lanes, Inc.

Towne moved to adjourn the select board and convene the liquor control board. Seconded by Kelley. Passed unanimously.

Twin City Lanes applied for an outside license to put tables outside for the summer season. Lamberton moved to approve the permit. Seconded by Kelley. Passed unanimously.

Catering permit applied for by Cornerstone Burger Company doing business as Cornerstone Pub and Kitchen to cater a party at 1021 Paine Turnpike North on August 10. Towne moved to approve the application for that catering license. Seconded by Lamberton. Passed unanimously.

Lamberton moved to exit liquor board and reconvene the select board. Seconded by Kelley. Passed unanimously.

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Round Table

None.

Executive Session

None.

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

For the Select Board:

Bethany A. Towne