



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

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

**Thursday, June 6, 2019  
7:00 PM**

Selectboard Members: Bradley Towne, Chair; Jeremy Hansen, Vice Chair; Angelina Capron, Secretary; Flo Smith and Justin Lawrence. Present: Dana Hadley, Town Administrator; Diane Isabelle, Town Treasurer. All items are unanimous unless otherwise noted.

### **UNAPPROVED MINUTES**

#### Call Meeting to Order

Chair Towne called the meeting to order. Capron absent.

#### Changes to Agenda

Town Administrator Hadley asked to add a topic for an application to work in the right of way, add a discussion/possible appointment of committee members, and delete the Treasurer's Report as Treasurer Isabelle is on vacation.

#### Public Comment

None.

#### Approval of Licenses, Permits, Vouchers, and Applications

Hansen moved to approve accounts payable warrant number 19g24 with checks 19136-19160 in the amount of \$118,299.42; payroll warrant number 19-24 for payroll from May 12, 2019-May 25, 2019 in the amount of \$41,424.46. Seconded by Smith. Passed unanimously.

#### Paul Luciano – Hazard Mitigation Update

Luciano first mentioned that this meeting can be utilized for match money. He also asked that the minutes reflect that there was no opposition after sending a query to the planning team, signaling approval. That planning team group included: Tom Badowski, Rosemary Morse, Corrine Stridsberg, Chief Wolfe, Tim Davis, Jeremie Dufresne and representatives from the Airport and hospital. He was unable to reach a representative for the school. He reviewed the updates to the hazard mitigation plan from the 2011 version. He provided a copy of the changes to the board. Extreme cold is a hazard added since 2014 because of the increased occurrence. Town Administrator Hadley asked about the process for this project. Luciano explained that FEMA requires specific update criteria. This includes a diverse and inclusive team for the update, then submission to the state for review and return for corrections. Once corrected, it returns to the state and the state sends it to FEMA. FEMA may kick it back for edits from the state then resubmission. FEMA will then approve, pending local adoption before finalization. From the time it is submitted to the

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state to final approval is approximately a year. Luciano then asked the board questions to better answer questions in the mitigation material.

Hansen moved to approve the planning team as presented. Seconded by Smith. Passed unanimously.

### Berlin Center Cemetery Trustees

No representatives from the Cemetery Trustees present at the meeting.

### VTrans Meeting Regarding Exit 7 Park and Ride – Scott Burbank

Mr. Burbank provided an update after working with Mr. Clark a resident who lives near the Park and Ride.. VTrans representatives provided visuals of the updated preferred alternative. Landscaping and parking lot level were changed to provide the most presence of land between the lot and the nearby residence. This was done while keeping drainage in mind. VTrans provided a detailed explanation of the design, its features, and the rationale behind the configuration. Mr. Clark expressed concerns with the turnout directly onto Route 62 and his opinion that the park and ride would be more appropriately placed near the visitor center. VTrans is currently expecting this project to begin, at its earliest, in 2021.

### Ginny Burley – Central Vermont New Directions Coalition

Burley, accompanied by Jamie Blondin, attended the meeting to discuss with the board how Central Vermont New Directions Coalition benefits Berlin and the surrounding areas. Burley began by explaining ongoing projects, including: smoke free parks/enlarging smoke-free areas, making events tobacco-free, educational tabling, healthy living accessibility, and public health education. There was discussion of the marijuana legislation that did not pass through the legislature this year and the need for changes to zoning if towns wish to prevent growing operations. Burley provided material with data comparing tobacco use in Washington county against use overall in the state. The data showed that youth tobacco use is elevated in the U32 district. Burley promoted a smoke-free downtown as the plans move forward with the potential downtown designation. Burley invited the board to a public presentation on alcohol at the Kellogg-Hubbard Library. Cigarette butt collection containers, called butt-lers, are now located in the area where cigarette litter was greatest.

### Working in the Right of Way

Josh Fitzhugh explained the project requiring the permit to work in the right of way. The work would improve entrance and exit to a hay field. Hansen moved to approve the permit for digging in the right of way as presented. Seconded by Smith. Passed unanimously.

### Shawn Lamson – Road Mowing Bid

Lamson was not present at the meeting. The board discussed the differences between the two bids received and the decision reached at the last meeting.

### Highway Truck Replacement Discussion

Hadley asked what repairs the current truck needs to continue operating until the purchase of a new truck. Road Foreman Davis provided a list of repairs, such as rear brakes and tires, amongst other needed repairs. The board reviewed financials and discussed. Within the more immediate future, the grader, the truck in question, and another truck will need replacement. There was consensus that it is best to avoid needing two trucks in the same year. The town is currently trying to balance several large expenses from needed road repairs. Financing the truck will be put to bid to run price comparison against the dealer's offer of financing.

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### Catering License Approval Policy

Keith Paxton, from Cornerstone, previously asked the board to consider allowing the town clerk to approve catering licenses for last-minute needs when a caterer is contracted close to the event date. Hansen moved that Hadley draft a catering license approval policy. Seconded by Smith. Passed unanimously.

### Committee Appointments

Liaisons to the fire company are annual appointments. Hansen moved to appoint himself and Jerry Diamantides to be the town liaisons to the Berlin Volunteer Fire Department. Seconded by Smith. Passed unanimously.

#### Planning Commission Candidates:

Jared Felch – lifelong resident

Jacob Cokewell – new resident, has attended meetings to show interest

Hansen moved to approve Jared Felch and Jacob Cokewell to the planning commission. Seconded by Smith. Passed unanimously.

Hansen moved to appoint Edward Long as a regular member to the public works commission. Seconded by Smith. Passed unanimously.

### Approval of Selectboard Minutes – 05/16/19

Smith moved to approve the selectboard minutes from May 2, 2019. Seconded by Hansen. Passed 4-0.

Smith moved to approve the minutes of May 16, 2019 with noted correction. Seconded by Lawrence. Passed 3-0 with 1 abstained.

### Town Administrator Report

Hadley shared the advertisement for an all boards/committees night at the Grange. There will be a presentation about the town center.

Anne Donahue will attend the next meeting to discuss Act 46.

Black Road discussion will be on the next meeting agenda.

Hadley provided an update on the Exit 6 project. The exit will close the 18<sup>th</sup> of June and remain closed to the end of July with the exception of re-opening for the Independence Day holiday.

### Convene Liquor Control Board

- Twin City Lanes-Extension for Outside Consumption Permit

Hansen moved to recess the selectboard and convene the liquor control board. Seconded by Smith. Passed unanimously.

Hansen moved to approve the outside consumption permit for Twin City Lanes. Seconded by Smith. Passed unanimously.

Smith moved to exit the liquor control board and reconvene the selectboard. Seconded by Hansen. Passed unanimously.

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Round Table

None.

Executive Session

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

For the Select Board:

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Bethany A. Towne