



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

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

**Monday, May 5, 2014
6:30 PM**

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

UNAPPROVED MINUTES

Call to Order

Meeting called to order by Chairman Ture Nelson.

Public Comment

Richard Tetreault commented about the condition of Junction Road. Mentioned that material used on road has caused flat tires. Schulz mentioned there has been positive feedback from others on the material used, and that flat tires are an issue for towns with dirt roads.

Treasurers Report

Payroll updated. Halfway through creating website class. Report on delinquent taxes provided to the board. Four people proceeding to small claims court. Current monetary limit on small claims is \$500, suggested raising that to \$2,000 so that more will fall under that category and can proceed to small claims. Spoke about the purchase order system.

Approval of Licenses, Permits, Vouchers and Applications

Hansen moved to approve licenses, permits, vouchers, and applications including payroll warrant 22 dated May 7 in the amount of \$36,154.70, and check warrant 35 for checks number 13125-13155 dated May 5 in amount of \$40,691.50. Seconded by Towne. Passed unanimously.

Petition for Adoption of Rule Change, Posting of Town Land- Berlin Pond

Nelson provided recap, explaining that Citizens to Protect Berlin Pond submitted petition to prohibit recreational use on the pond. State acknowledged the petition on March 11. Advised that it would be consolidated with petition from Montpelier about shanties and augers. Received an email that both petitions are now to be kept separate, two separate decisions will be issued. State holding public hearing Tuesday, May 27 6-8 pm at Berlin Elementary and accepting written comments. Question at hand is if the select board will submit a letter with comments. Brought up at last meeting, died for lack of second with two members absent.

Nelson mentioned he personally would like to submit comments opposing the petition. Kelley made a motion to have the board send a letter to Leslie Wells at the watershed division reiterating the board's

position in favor of access to the Berlin pond. Seconded by Towne. Motion carried 3-2. Nelson, Towne, Kelley casting votes in favor.

Kelley moved to remove the no trespassing signs. Seconded by Towne. Motion carried 3-2. Nelson, Towne, Kelley casting votes in favor.

Memorandum of Understanding Berlin Pond Access- VT Fish and Wildlife

Hansen moved to table until new MoU is available. Seconded by Towne. Motion carried unanimously.

Computer Server Bids

After reviewing the bids, Hansen supplied the board with one year and five year costs for each server. RB Technology ended up being least expensive bid. All bids are different, making comparison difficult. Schulz asked about the accessibility of people able to work on Linux servers. Hansen mentioned that there are several people in the area who are able to work on Linux. Ormsby's five year cost about \$3,000 above that of RB Technologies. Towne asked if there was a great difference going from Linux to Microsoft or using one version of linux versus another. Hansen explained that at the user's end, the differences are minimal. Hansen moved to accept the proposal from RB Technology for the hardware and software and to hold off on support issue and maintenance monitoring for the time being. Seconded by Towne. Passed unanimously.

Community Solar and Wind- Requests For Proposals

Conversation carried from last meeting about possible grant. Schulz mentioned that a concern is the 50% that the town is to pay. Year to year and a half is given to secure funds. Benefit to the town by lowering monthly power costs.

Purchase of the Berlin Water Company

Agreement expiring in June, to be discussed in executive session.

Expansion of Weston Mobile Home Park- Sewer Service

Currently 80-90 lots, looking to add up to 40 more. No municipal sewer and water in that area. Possibly to be provided by city of Montpelier. Grant money had been received to add sewer and water down to GMTA building, hoping to tie into that. Sewer commission contacted by owners of Weston's, sewer commission responded they were not in a position to comment. Owners of Weston's now planning to approach city of Montpelier. Sewer commission wanted opinion of select board on allowing Weston's to work out an arrangement with the city of Montpelier. Hansen moved to authorize the chair to sign letter. Seconded by Haskin. Towne pointed out that although it means Montpelier owned infrastructure would be on Berlin land, Berlin gains the residences and are not responsible for the maintenance. Motion carried unanimously.

Annual Appointment- Road Foreman- Tim Davis

In town provision, Foreman and Police Chief appointed on annual basis. Hansen moved to appoint Tim Davis to be Road Foreman. Seconded by Towne. Motion carried unanimously. Hansen moved to appoint William Wolf to be Police Chief. Seconded by Towne. Motion carried unanimously.

Planning Commission Appointment- Clara Ayer

Ayer supplied cover letter and resume. Has been resident for a year and interested in serving the town. Hansen moved to appoint Clara Ayer to the Planning Commission. Seconded by Towne. Motion carried unanimously.

Central Vermont Regional Planning Commission Appointment- Robert Warneck

Resident to be appointed to RPC. Provides technical support to town on planning and zoning, put together regional plan. Appointee to represent town at meetings. Warneck has been appointee for several years, acted as chair last year. Willing to serve one more year. Hansen moved to appoint Robert Warneck to Central Vermont Regional Planning Commission. Seconded by Towne. Motion carried unanimously.

Transportation Advisory Committee Appointment- Robert Warneck

One of the sub-committees to RPC is Transportation Advisory Committee. Warneck willing to serve another year if no one else interested, but would rather step down. Hansen knows of interested party, Ed Schmeckpepper (SPELLING???) is a colleague of Hansen's, resident of Berlin, and is a civil engineer. Hansen talked to Warneck, who is aware and fine with another person taking appointment. Hansen moved to appoint Ed Schmeckpepper to the Transportation Advisory Committee. Seconded by Towne. Motion carried unanimously.

Tree Warden Appointment- David and Beth Dow

Have been tree wardens for a couple of years, interested in serving again. Address issues that arise involving trees. Have helped with timber harvest of trees, identifying areas that need trimming. Hansen moved to appoint David and Beth Dow to be tree wardens. Seconded by Towne. Motion carried unanimously.

Water Supply Project

All user agreements out, have until May 20 to return. Larger users working to submit. Waiting for signed user agreements to be returned.

Select Board Goals

Work on various policies comes up several times as a goal topic. Ordinances also included in goals. Few personnel goals. Some technology goals (website, document scanning, electronic mailing, tax/bill pay online). Hansen mentioned putting together some goals for Town Meeting. Discussion continued about how to make town meeting more accessible to residents to gain attendance.

Approval of Liquor Licenses

Hansen moved to adjourn the select board and reconvene as liquor control board. Seconded by Kelley. Passed unanimously. Hansen moved to approve liquor and tobacco license for Maplewood's. Seconded by Haskin. Passed unanimously. Hansen moved to approve liquor license for Comfort Inn. Seconded by Haskin. Passed unanimously. Hansen moved to approve the liquor license for Hilltop Inn. Seconded by Towne. Passed unanimously. Hansen moved to approve tobacco license for Walmart. Seconded by Towne. Passed unanimously. Hansen moved to adjourn the liquor control board and reconvene as select board. Seconded by Haskin. Passed unanimously.

Town Administrator's Report

Working with state to get \$25,000 payment owed to town related to new state hospital. Annual payment due to town as soon as facility constructed. That money put in budget as revenue, so payment needed and correspondence being made. Asked about opening date, which is not known at this time. Will be delayed from original opening date.

Green Up Day initiatives successful. Grant received for highway crew to do extra clean-up of material. Special thanks to highway crew. Reimbursed up to \$500 for dumping costs from Solid Waste District. Hazard mitigation grant application for building to be lifted after the flooding, so that building is above flood level.

River Street sewer line upgrade issue has resulted in city of Montpelier agreeing with town about funds. McDonald recommended a meeting of the chairs of multiple committees towards end of the month. Meeting to update everyone on the efforts of the committees.

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

Haskin made a motion to accept minutes of special meeting held Thursday, March 20, 2014. Seconded by Kelley. Hansen moved to approve minutes of Monday, April 21 select board meeting with noted changes. Seconded by Kelley. Motion passed 2-0 with 2 abstained.

Round Table

Haskin mentioned mud bogging concerns on Route 12. Trucks start early, can be loud and go late. Amusement permit needed for events if money is involved (if admission is being charged).

Hansen mentioned a question from resident. Property on Brown's Mill Road with several derelict cars. Have been issued notices of violation, have been turned in to town attorney at current time. Another property near Northfield line has similar issue. Has been cited for junk vehicles, has been in court. Fined \$3,500. Asked court to give town permission to remove. Questions of who would remove. Court hesitant to give permission because of questions of who owns the vehicles. Four properties in town have been cited for junk vehicles.

Also concern of speed limit on Brown's Mill Road.

Another resident concerned with people smoking on Berlin Elementary School grounds. Issue to be brought up with police department. Current policy is that grounds are designated no smoking area. Towne mentioned state statute forbidding smoking on school grounds.

Legal, Personnel and Contract (Executive Session Anticipated)

Hansen motioned to move into executive session for reason of legal and contract. Seconded by Kelley. Passed unanimously.

Motion by ___ and seconded by ___ to exit executive session and adjourn the meeting. Motion carried - 0.

For the Select Board:

Bethany A. Towne