

**Town of Berlin
Meeting Held:
Berlin Elementary School Library
372 Paine Turnpike North**

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

**Monday, May 15, 2017
6:30 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

Public Meeting-Hosted by Vermont Agency of Transportation

6:30

Jon Griffin of Vermont Agency of Transportation presented an overview of two proposed options to manage access to I-89 South while bridge decks over Crosstown Road and Exit 7 are replaced in construction year 2020. Previously at an informal meeting with a few Board members he presented a plan to use Town Roads to access I-89 South during the construction period. Traffic would be directed to Paine Turnpike North to Crosstown Road to Paine Turnpike South for the access for south bound interstate traffic from Vermont 62. He stated that the state would repave town roads used after the project was complete.

An alternative was also presented. The south bound entrance to I-89 would be closed during construction. Motorists would be directed to the south bound entrance to I-89 at Exit 6. The detour would be on state roads. It was noted that motorists familiar with the area would most likely use town roads to reach exit 6. The state would offer the Town a stipend of approximately \$9,000 to assist the Town with costs associated with road maintenance, signage, or additional Police coverage. This would be a 21 day accelerated project in order to finish as soon as possible.

There were Crosstown Road residents who asked questions regarding how traffic and truck traffic would be handled in the scenario using Town Roads. They raised concerns about children in the neighborhood, mail and other deliveries.

The Agency of Transportation asked if the Board would let them know which alternative that it would like to see as soon as possible. The Board will revisit this and make a decision at their meeting of June 5th.

Regular Selectboard Meeting

7:00 p.m.

Call to Order

Meeting called to order by Chair Nelson. Hansen absent.

Changes to Agenda

Selectboard Minutes

May 15, 2017

Page 2 of 3

Agency of Transportation topic was removed from the Agenda.

Public Comment

None.

Treasurers Report

April trial balance, budget status report, and delinquent tax reports were provided to the members of the board. Isabelle reported that the mental health hospital has paid the annual agreement of \$25,000 for FY 2017. Nelson discussed money that has been set aside for municipal boundary signs that has not been used to date and asked about a few operating budget accounts with balances remaining.

Approval of Licenses, Permits, Vouchers, and Applications

Lamberton moved to approve general fund accounts payable warrant number 17g23 with checks 17131-17165 in the amount of \$31,511.06. As well as water division accounts payable warrant 17w20 with checks 10150-10152 in the amount of \$3,026.88. As well as payroll warrant number 17-24 for payroll from April 30-May 13 in the amount of \$38,225.93. Also we accept the reconciled April bank statements for the general fund and the water division and all April journal entries. Seconded by Towne. Passed unanimously.

Pam D'Andrea- Central Vermont Regional Planning Commission- Map Project Update

D'Andrea was present to discuss the web map that is being created. She reviewed what features that have developed to date will be on the map, including parcels, zoning, and other information. The desired data was discussed.

Black Road Follow Up

Hadley discussed information gathered since the last meeting. Halpert, the town attorney, advised that the DRB as part of their approval for Mr. Walker's application instructed that he would be responsible for road maintenance. Vermont Statutes dictate that the Selectboard is that only entity with authority to grant permission for road maintenance on a town highway. The Town Administrator will work with the highway Superintendent on a maintenance plan. Nelson mentioned wanting to see a request to work in the right of way.

Purchasing Policy Update

Following up from the previous meeting, Hadley discussed additions to the purchasing policy. The update was suggested by the auditor. Bidding processes were discussed. Lamberton moved to approve the changes to the purchasing policy. Seconded by Towne. Passed unanimously.

Administrative Code

Hadley discussed the code and asked for input from members of the board. Public hearings will be held at June meetings.

Contract for Audit Services – FY '17

Hadley discussed a letter of understanding that outlines responsibilities of the town. This is an annual notice. The amount quoted agrees with the bid. Lamberton moved to accept the proposal of Fothergill, Segale, & Valley for the FY 2017 and authorize the chair to sign the agreement. Seconded by Towne. Passed unanimously.

Selectboard Minutes

May 15, 2017

Page 3 of 3

FEMA Hazard Mitigation Update – Grant Availability

Hadley discussed needing to update the hazard mitigation plan by 2018 and there is a grant to help with the cost. It is a match grant of \$3,000. The money would be needed in FY 2019. The paperwork will be prepared and brought to the board.

Town Administrator Report

There is an application through the DRB for replacement of the Burger King Building as well as a new storage facility on Route 12.

Ellery Packard has completed paperwork for the proposed sewer extension on Route 12.

Approval of Minutes of Previous Meetings- 5/1/17

Lamberton moved to approve the minutes from the 5/1 meeting as printed. Seconded by Towne. Passed 3-0
Selectboard Member Kelley abstained.

Liquor Commission

Kelley moved to exit the select board and convene the liquor commission. Seconded by Towne. Passed unanimously.

- Liquor License Change of Business Name – Pizza Hut of Berlin to GC Pizza Hut, LLC
Lamberton moved to approve the change of business name. Seconded by Towne. Passed unanimously.

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

Round Table

None.

Executive Session

Towne moved to enter executive session pursuant to 1 v.s.a 313 3a3 to discuss two personnel matters. Seconded by Lamberton. Passed unanimously.

For the Select Board:

Bethany A. Towne