



**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, May 16, 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.

### **APPROVED MINUTES**

#### Call Meeting to Order

Chair Towne called the meeting to order. Hansen absent.

#### Changes to Agenda

None.

#### Public Comment

None.

#### Treasurers Report

Treasurer Isabelle reported that she gave the April budget status report, trial balance, and delinquent tax report to the board. Sending tax bills may be different this year due to the school merger. More will be known in June. There will be a vote for school budget June 25 with a 30-day waiting period. Tax bills can then be sent by July 25. There are other uncertainties, however, because of possibilities with this new process. Because payments may come in later than usual there could be delays in spending ability. Smith moved to accept the treasurer's report. Seconded by Lawrence. Passed unanimously.

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

Smith moved to approve: general fund accounts payable warrant number 19g23 with checks 19106-19134 in the amount of \$46,181.96; payroll warrant number 19-23 for payroll from April 28, 2019-May 11, 2019 in the amount of \$40,890.88. This also includes the April reconciled bank statements for the general fund, sewer commission, and water division, April general journal entries, and April tax admin entries. Seconded by Lawrence. Passed unanimously.

#### Downstreet Housing and Community Development

Eileen Peltier, executive director of Downstreet, was present to discuss the preliminary interest in a housing project at the Berlin Mall property. She introduced Downstreet, current development projects, and other programs and offerings the affordable housing organization provides. Their portfolio currently includes

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about 100 apartments. Their apartments serve a mixture of residents. Some of them pay market rent and others may qualify for a housing subsidy. They do charge rent and are not a public housing system. They are committed to providing services for their tenants if needed. They have won awards recognizing that the class work saves healthcare dollars by teaching people in their homes. Downtown is anxious to have a presence in Berlin. The housing project also includes childcare space. Downstreet would not run the childcare but would provide a space created specifically for that purpose as part of this project. They want to work closely with the community.

### Public Information Meeting – Presentation of Information Regarding the I-89 Exit 6 Ledge Removal Project Hosted by VTrans and Construction Representatives

VTrans representatives spoke to the board about the Exit 6 project, a follow up from previous presentations at select board meetings. The road closure period will start June 18 and last until July 30. A presentation to the board explained how the closure is planned to be structured, where warnings will be placed along the interstate, and safety precautions planned. Residents asked about detour routes and construction hours. The ramp will be opened for the Independence Day holiday. There were questions about the possible congestion in Barre City. VTrans representative explained that if congestion occurs there can be changes to signal times in Barre City.

### Driveway Permit - Tremblay

Town Administrator Hadley presented the application for a permit to fix the culvert in an existing driveway and widen the driveway. Smith made a motion to accept the driveway permit as presented. Seconded by Lawrence. Passed unanimously.

### Tim Davis – Roadside Mowing / Garage Heating System / Highway Truck / Coos Trail / Jersey Barriers Gun Club Road

#### Roadside Mowing Bids:

Lamson Property Services - \$5,500 (1 pass both sides and second pass on agreed roads) or \$65 per hour for additional mowing. No mention of using an over the rail mower.

Donnell Dexter - \$5,000 (one pass) or \$75 per hour for additional mowing. Mention of over the rail mower. After brief conversation, an additional 5 hours was estimated.

Smith moved to accept the bid from Donnell Dexter. Seconded by Capron. Passed unanimously.

#### Heating System:

Both quotes are for equivalent propane heaters.

Gillepsie - \$4,490 per heater.

Robert Felch – 2 units \$5,133.

Smith moved to accept Robert Felch's quote for 2 new hanging furnaces. Seconded by Lawrence. Passed unanimously.

#### Highway Truck:

Dan Cyr from Clark's Truck Center spoke to the board about timing for ordering a truck because of how far out the trucks are built. In the past, the town has purchased demo trucks or other stock trucks rather than having one built. Options were presented for trading the current truck and purchasing the new truck.

Hadley asked if there is an opt-out in the case of the budget being voted down. Cost of the truck is \$205,647 including warranties and equipment less trade-in value of the current truck. Given the timeline, payment would be due fall of 2021 because of a year-long deferment. Clark's currently holds the state contract and offers discount to towns as part of that contract. After May 21, 2019, prices may increase. The information will be reviewed by Town Treasurer Isabelle and Dan was asked to send information regarding how to hold the truck with that information to be sent to the town attorney for review.

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### Coos Trail:

Landowners on the road asked if they could add a gate. Garbage is dropped off at what was the old dump, but no garbage should be left there at this point. There have been police calls to the area. The procedure for changing the road to a class 4 is a public hearing then vote. The road could also be reduced to a trail for more flexibility.

Road Foreman Tim Davis also discussed a call received asking about adding guardrails to the top of Gun Club Road. Guard rails would be costly, but jersey barriers were discussed and agreed upon as a preferable alternative.

Davis also noted that Crosstown Road is open and experiencing traffic flow.

Davis also told the board about a defective hoist and dispute with the installer. There was trouble with the hoist leaking oil and when it was taken apart a complete rag was found in the hoist. Davis explained that it could not have gotten there in complete shape through the structure from the outside, so it was not anyone in the shop who caused it.

An existing town truck will need work before long to continue in operation.

### Black Road Agreement – Class 4

Josh Walker asked the board to widen the roadway and to plow and sand the road in the winter because drivers get stuck when GPS misleads them down Black Road and stuck vehicles block the roadway. He also mentioned debris placed in the ditches diverting the natural course of water. There was a review of documents and some discussion of zoning. After reviewing paperwork, the topic will again be added to the next meeting.

### Hazard Mitigation Project

Hadley provided an update regarding the survey for residents. Smith moved to approve the notice to residents regarding the survey. Seconded by Lawrence. Passed unanimously.

### Approval of Selectboard Minutes - 05/02/19 & 05/08/19

There was no quorum for 05/02.

Smith moved to accept the minutes of May 8, 2019. Seconded by Lawrence. Passed 3-0 with 1 abstained.

### Town Administrator Report

Notice received from Better Roads for a road permit for hydrologically connected segments. The work must be completed by the end of December 2020.

Hadley asked to schedule the multiple-board meeting to discuss the town center designation in June on a Wednesday night at the Grange. He also asked to add a session on recordkeeping (minutes and agendas, for example).

Round Table

None.

Executive Session

For the Select Board:

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Bethany A. Towne