



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

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

**Thursday, November 21, 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.

Changes to Agenda

Town Administrator Hadley asked to add a topic of discussion regarding Green Mountain Power cutting Ash trees.

Public Comment

None.

Treasurer's Report

Town Treasurer Isabelle provided to the board the October trial balance, budget status report, and delinquent notices as of November 15. Isabelle noted that the truck loan interest rate is being requested as the previous rate was good for 2 months but has since expired.

Approval of Licenses, Permits, Vouchers, and Applications

Hansen moved to approve general fund accounts payable number 20g09 with checks 19743-19778 in the amount of \$180,180.18; also, payroll warrant number 20-10 for payroll from October 27, 2019 – November 13, 2019 in the amount of \$39,525.97. Seconded by Lawrence. Passed unanimously.

John Akielaszek - CVDART

Akielaszek joined the board to discuss disaster planning for pets. CVDART is the Central Vermont Disaster Animal Response Team and is the local chapter of a statewide team. The organization formed to manage animal shelter in times of need from natural disasters as pets are not allowed to accompany owners in Red Cross shelters. CVDART currently has the use of the Barre Auditorium as their emergency shelter. The organization is asking for contributions from area municipalities to fund their operations. It is currently a statutory requirement that towns include how pets will be managed in a disaster as part of emergency plans. Berlin could cite the ability to utilize the shelter in times of regional disaster as part of that plan.

Selectboard Minutes

November 21, 2019

Page 2 of 3

Digging in the Town Right of Way – Lucky Boardman

Boardman owns property on Bartlett Road and wishes to construct an access driveway for a future home site. Highway Superintendent Tim Davis has approved the driveway location. Hansen moved to approve the permit for digging in the town right of way for Lucky Boardman as presented. Seconded by Seconded by Smith. Passed unanimously.

Fire Reimbursement Ordinance Discussion

This ordinance would allow the fire department to charge for some services. For example, the current fire department policy allows the department to bill \$250 for out of town vehicle fires but there is no ordinance that allows for enforcement at this time. Hazardous materials are also an area that is expensive in time and resources for the fire department to tend to. The board was in support of moving forward with this sort of ordinance and there was consensus that residents should not be billed as they currently contribute through taxes.

Green Mountain Power – Ash Tree Removal

Green Mountain Power is systematically removing Ash trees due to the Emerald Ash Borer. An employee of GMP approached the town about removing two trees in front of the town offices. Towne asked for more detail, such as if it would be chipped or simply cut and left. Hadley will gather more information and send the idea to the tree warden as well.

Approval of Selectboard Minutes – 10/17/2019 & 11/07/2019

Lawrence moved to approve the minutes of October 17, 2019. Seconded by Hansen. Passed 3-0 with 1 abstained.

Lawrence moved to approve the November 7, 2019 minutes with the noted corrections. Seconded by Smith. Passed 3-0 with 1 abstained.

Town Administrator Report

An abutting neighbor of the Colby cemetery, off Junction Road, offered to give land to the town to straighten out the boundary line. That is on hold pending survey.

The hazard mitigation plan is close to completion. A draft will be ready December 5 and it will be on the agenda in January.

Lover's Lane bridge work will go to bid and the goal for reopening is late spring or summer.

The Richardson Road culvert project is at a stand still with the winter weather. Hadley is applying for a grant through Better Roads. The estimated cost is \$242,000.

Plans are completed for some of the stormwater projects identified by the regional planning grant process. Other plans are still underway.

The board discussed ax stabilization policy updates at the last meeting. Hadley suggested gathering the committee that last worked on the policy.

The planning board, as described at previous meetings, asked for a full-time employee to assist in the town center designation efforts.

The town office stormwater project (unrelated to other projects) may qualify for a grant.

Selectboard Minutes

November 21, 2019

Page 3 of 3

Pre-Town Meeting is normally the night before Town Meeting and the Town Clerk must attend that meeting so cannot be at both if scheduled the same night, so the Pre-Town Meeting is scheduled for Saturday the 29th.

The bid material for the town report is out and bids are expected soon.

The Public Works Committee is working on a municipal wastewater system ordinance. It will be presented to the board when complete.

Hadley was contacted by a smartlink real estate specialist interested in leasing town land for a cell tower. Hadley asked for more information about the parcel he had in mind and will bring this back to the board when more information is available.

Roundtable

Lawrence informed the board that he will not be able to attend the next meeting and asked about changing the day of the week for board meetings.

Executive Session

Hansen moved to enter executive session pursuant to 1 V.S.A. § 313(3)(a)(3) to discuss a personnel matter. Seconded by Smith. Passed unanimously.

For the Select Board:

Bethany A. Towne