



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

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

**Monday, October 1, 2018
7:00 PM**

Selectboard Members: Bradley Towne, Chair; Jeremy Hansen, Vice Chair; Wayne Lamberton, Secretary; Pete Kelley and Angelina Capron. Present: Dana Hadley, Town Administrator; Diane Isabelle, Town Treasurer. All items are unanimous unless otherwise noted.

APPROVED MINUTES

Call Meeting to Order

Towne called the meeting to order.

Changes to Agenda

None.

Public Comment

None.

Treasurers Report

Town Treasurer Isabelle explained that there is a savings account with \$6,388.37 in it. It is not earmarked for anything and Isabelle plans to move that account into the general fund to eliminate unnecessary accounts. The money will continue to collect interest in the general fund.

Approval of Licenses, Permits, Vouchers, and Applications

Hansen moved to approve general fund accounts payable warrant number 19g07 with checks 18492-18528 in the amount of \$169,726.13. Also payroll warrant number 19-07 for payroll from September 16, 2018 – September 29, 2018 in the amount of \$42,002.50. Seconded by Lamberton. Passed unanimously.

Discussion Regarding Change of Meeting Day for Selectboard

Hansen moved to change the meetings to the first and third Thursdays of the month to start at 7 p.m. Seconded by Lamberton. Passed unanimously.

Review of Bridge and Road Reserve Accounts

Isabelle reviewed the history behind the bridge account and why it was opened. The bridge transfer account is a fund balance account by itself. The bridge maintenance account is a reserve fund that was set aside for the Glynnis Road bridge. The bridge transfer account holds \$19,398.46 and the reserve fund currently contains \$34,798.68. Isabelle would like to move the fund balance account to the reserve account to

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consolidate. There is potential for the money to be repurposed by the board, but the Town will verify that with the town counsel.

The capital road project fund has 29561.70. It was established in January of 1999. The minutes from 1999 explain that the fund was intended to improve instead of simply maintain gravel roads. There has been money in and out of that fund but it has not been used since 2005. Hadley suggested using it for the traffic light project. Lamberton moved to use the capital road project fund amount of \$29,561.70 to pay toward the traffic signal upgrade on Fisher Road and close the account. Passed unanimously. Lamberton moved to take the bridge maintenance fund and combine it with the bridge transfer fund and account one bridge maintenance account in the reserves. Seconded by Hansen. Passed unanimously. Lamberton moved to change the bridge maintenance fund to the bridge and culvert maintenance fund. Seconded by Hansen. Passed unanimously.

Appointment of Ted Long as Alternate Member of the Public Works Board

Hansen moved to appoint Ted Long as an alternate to the Public Works Board. Seconded by Lamberton. Passed unanimously.

Appointment of Polly McMurtry as Alternate on the DRB

Hansen moved to appoint Polly McMurtry as alternate to the DRB. Seconded by Lamberton. Passed unanimously.

Police Door Proposal Received

Hadley received one door proposal and had hoped to receive more. The one quote was higher than anticipated, amounting to \$11,000 for both doors.

Private Road – Naming – Thelma’s Way

Hansen moved to name the road in question Thelma’s Way. Seconded by Kelley. Passed unanimously.

Approval of Selectboard Minutes – 09/06/2018 & 9/17/2018

Hansen moved to approve the September 6, 2018 minutes as presented with noted change. Seconded by Lamberton. Passed 4-0 with 1 abstained.

Lamberton moved to approve the September 17 minutes. Seconded by Kelley. Passed 3-0 with 2 abstained.

Town Administrator Report

Hadley reported that work has started on the traffic lights.

There have been questions about driveway culverts posed to the road foreman. Currently, the maintenance of culverts is the responsibility of the landowner. There have been issues raised about allowing or having the town install culverts to ensure proper installation. Some residents have needed to replace culverts but do not have the resources to have the work completed.

A thank you was received for supporting community gleaning of crops.

The underground storage tank use has been discontinued and an above ground tank will be installed. It will cost \$3-4,000 to resolve.

The issue of someone sleeping in their truck at the parking area has been addressed by Sgt. Bassett but a member of the board did mention seeing the truck parked there early in the morning again.

The fire department is having a memorial dedication and recognition service October 20 and has asked members of the selectboard to attend.

Hadley attended the psychiatric in-patient stakeholders meeting at the hospital. UVM and the hospital have \$21 million for their project and would like to establish more beds for psychiatric patients. The intent is to lower waiting times for those waiting for a bed in the psychiatric wing.

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Hadley mentioned that Tom has been working on a program to capture the cost of fire protection for the water division. He is discussing water protection for residential customers not connected to the water system. He will be proposing a policy. This issue comes from this type of scenario: a large building does not connect to municipal water but has a hydrant nearby and enjoys reduced fire insurance because of the proximity to municipal water. Those who are not connected to the water system are enjoying the benefits of fire protection.

There have been two meetings with the Thunder Chickens. The club has asked the town to draft an ordinance allowing travel on requested roads. Hadley drafted a letter to be sent to all homeowners along those roads and asked if a public hearing should be scheduled. The public meeting will be warned. No update was available on the option agreement for the well sites.

Round Table

Hansen asked for someone to be on standby to take his place at the League meeting in the case he cannot be excused from jury duty.

He also discussed the lack of space in the Police Department for storage of physical records. He suggested digitizing the records.

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

For the Select Board:

Bethany A. Towne