



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

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

**Thursday, October 3, 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.

UNAPPROVED MINUTES

Call Meeting to Order

Towne called the meeting to order. Capron and Lawrence absent. Assistant Town Administrator Badowski was present in place of Town Administrator Hadley.

Changes to Agenda

Badowski asked to add a topic for the fire department. He corrected the title line of a topic on the agenda.

Public Comment

None.

Treasurer's Report

Town Treasurer Isabelle reported that the auditors were in the office October 1 and 2. They plan to complete the audit by the beginning of December.

Approval of Licenses, Permits, Vouchers, and Applications

Hansen moved to approve general fund accounts payable warrant number 20g06 with checks 19609-19645 in the amount of \$88,835.95; also payroll warrant number 20-07 for payroll from September 15, 2019 – September 28, 2019 in the amount of \$47,090.65; also reconciled September 2019 bank statements for the general fund, sewer commission, and water division; also September 2019 general journal entries and tax admin adjustments. Seconded by Smith. Passed unanimously.

Planning Commission Update on New Town Center

Karla Nuissl explained her experience on a visit in South Burlington to review their designated town center. Nuissl provided an update on the commission's idea of what to do at this stage of the project. She discussed having a meeting with neighboring landowners to discuss pedestrian access. Badowski encouraged the project and a dedicated person to focus on this project. South Burlington hired a similar person and made quick progress.

Fire Department

Joe Staab, president of the corporation of the Berlin Fire Department, and the Deputy Chief of the fire department were present on behalf of the fire department. They attended to discuss the fleet of vehicles and their funding. The Deputy Chief started by explaining the Insurance Services Office (ISO), a company that evaluates and rates fire protection in communities. The condition of a fleet weighs heavily in the fire department consideration in those ratings. Issues with trucks can negatively affect insurance ratings. National Fire Protection Association (NFPA) creates standards, including for trucks, and provides guidelines for replacement of trucks. Their current recommendation is to evaluate condition of the trucks and replace accordingly. He proceeded to explain what vehicles are included in the fleet and conditions of each vehicle. One is currently out of service after failing a pump test. The fire department is most concerned about engine 2, considering it in need of immediate replacement. Options were discussed. The discussion continued with the Deputy Chief continuing to explain the priority list. Staab then discussed financial options to replace engine 2. The price range of a used vehicle is around \$200,000 (no more than \$225,000). The department has looked at vehicles priced \$150,000-\$170,000 and talked to the credit union. They were approved for up to \$200,000 for a 12-year note. The interest was just above prime (around 5%). Badowski mentioned rural development as something to look into and Hansen mentioned the USDA as another option to pursue. Staab explained that their ideal plan is to move forward as quickly as they can to replace engine 2 and ask the town for a bond at town meeting for engine 1. Badowski suggested having the Vermont League of Cities and Towns meet with the town to review options since they may have another idea for how to approach the need to replace these vehicles.

Vote on change for Winter Maintenance on Coos Trail

Hansen moved that the town direct the highway crew to not plow Coos Trail beyond the driveway of the first house for a trial period of one year. Seconded by Smith. Passed unanimously.

Outdoor Automobile or Automobile Parts Storage Ordinance

Hadley sent the draft to counsel who found serious issues with the document. Hadley and Badowski then turned their attention to zoning and civil complaint tickets that put the onus on the violator and property owner (so that the town does not incur expense). It empowers the town (through the police department) to ticket the entities (property owner and violator). Badowski suggested moving away from the auto ordinance in favor of this type of system.

Approval of Bond Council Agreement for Sewer Expansion Project

Paul Giuliani signed the form, crossing out what he will not do. He does a great deal of bonding work and Badowski remarked that he has been helpful. Hansen moved to approve the town bond council agreement for Paul Giuliani as presented. Seconded by Smith. Passed unanimously.

Peddler's License – Application – MPV Healthcare

Tabled to the next meeting pending payment.

Letter Received Regarding Recreation Committee – Hannah Conner to Attend 10/17/19

Tabled to next meeting.

Appointments to Economic Development Council

The Council meets on the 9th at the town office.

Town Administrator Report

The Public Works Board is planning to ask for a bond at Town Meeting 2020 to complete the water project. The amount is estimated at \$600,000 at this time.

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

For the Select Board:

Bethany A. Towne