



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

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

**Thursday, September 6, 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

Selectboard Member Kelley was absent.

Call Meeting to Order

Meeting called to order by Chair Towne.

Changes to Agenda

Town Administrator Hadley asked to add (1) a discussion on changing the meeting day for the selectboard; (2) a discussion of an alternate signer for when reimbursement is requested in the sewer and water interim financing; and (3) for the liquor board to convene to approve a catering license

Public Comment

None.

Treasurers Report

Treasurer Isabelle reported that the pre-audit has been completed.

Approval of Licenses, Permits, Vouchers, and Applications

Hansen moved to approve general fund accounts payable warrant number 19g05 for checks 18395-18452 in the amount of \$140,181.54; to void check 18404 in the amount of \$500; also general fund accounts payable warrant number 18NSB15 in the amount of \$5970.53; also payroll warrant number 19-05 for payroll from August 19, 2018 – September 1, 2018 in the amount of \$40,596.38. Seconded by Lamberton. Passed unanimously.

John Grenier – Grenier Engineering – Mirror Lake Culvert

Grenier was present to update the board on what work has been done in designing the Mirror Lake culvert. There was a survey before beginning design which follows the VTrans standards. The project was put out to bid and the field narrowed from 6 to 3. Grenier, upon review of the bids, recommended one of the vendors. Hansen moved to authorize Dana Hadley, Town Administrator, to sign the contract with Percy subject to review by town counsel. Seconded by Capron. The process for installation was briefly discussed.

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Passed 3-0 with 1 abstained. There was additional conversation about the culvert specifications and installation process.

Barre Thunder Chickens – Snowmobile Route - Insurance

Proof of insurance was provided for the Barre Thunder Chickens. Alterations to the proposed route were discussed. It would prevent snowmobiles from traveling on some of the proposed roadways. The snowmobile trail proposal was discussed again. There was discussion of holding a public hearing.

Approval of Selectboard Minutes – 08/06/18 & 08/20/18

One error was pointed out – a spelling correction. Hansen moved to approve the minutes for the meeting of August 6, 2018 selectboard meeting with the previously noted change. Seconded by Lamberton. Passed unanimously.

Hansen moved to approve the meeting minutes for the meeting of August 20, 2018 as printed. Seconded by Lamberton. Passed unanimously.

Meeting Dates

There was discussion of changing the date of selectboard meetings due to a scheduling conflict for a board member. The topic will be on the next agenda.

Alternate Signer

Currently Hadley is the only person authorized to sign for the water and sewer loans. He asked that another signer be designated as alternate signer. Hansen moved to approve Town Treasurer, Dianne Isabelle, as alternate signer for the drinking water revolving fund and sewer revolving fund. Seconded by Lamberton. Passed unanimously.

Liquor Control Board

Hansen moved to recess the selectboard and convene the liquor control board. Seconded by Lamberton. Passed unanimously.

Catering license was requested by Bombastic Industries d/b/a The Blue Donkey. Lamberton moved to approve. Seconded by Hansen. Passed unanimously.

Hansen moved to adjourn the liquor control board and reconvene the selectboard. Seconded by Lamberton. Passed unanimously.

Town Administrator Report

There have been concerns of someone parking at the Fish and Wildlife lot at the Berlin Pond. Hadley has reached out to fish and wildlife.

There is a meeting being held at the end of September about the hospital planning a new inpatient center. A plaque was received for the work Tom has done on flood area insurance rate reductions for residents. The ordinance change for Browns Mill Road has been published, if no comments in opposition are received then it will be effective October 19.

There are individuals interested in serving as alternate members of the DRB who will be at the next meeting to meet the board.

Three proposals were received for the stormwater project at the town office and are being reviewed.

Three businesses visited the police department to gather information for estimates for the door replacement.

The town plan was not approved by the Regional Planning Commission. More information was requested.

There is one area which would be a substantive change. There is a team working on resolving the issue.

Round Table

Hansen suggested starting a charter change committee to look at changes that have been talked about. Lamberton moved to adjourn. Seconded by Capron. Passed unanimously.

For the Select Board:

Bethany A. Towne