



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

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

**Monday, September 9, 2015
6:30 PM**

Selectboard Members: Ture Nelson, Chair; Jeremy Hansen, Vice Chair; Roberta Haskin, Secretary; Brad Towne and Pete Kelley. Present: Dana Hadley, Town Administrator; Diane Isabelle, Town Treasurer. All items are unanimous unless otherwise noted.

APPROVED MINUTES

Call to Order

Meeting called to order by Chair Nelson. Kelley absent.

Changes to Agenda

Town Administrator Hadley added two topics to the agenda; one being an amusement permit for Blue Cross Blue Shield for an American Heart Association Walk. The other topic being a request from the Executive Director of the Barre Area Senior Center to have the board sponsor a proclamation for National Senior Center Month in the month of September.

Public Comment

Bryan Nykiel was present to report to the board that he is unhappy with the repair of his driveway following installation of the water line. He explained that the aggregate used on his driveway is porous and will not prevent water problems. Discussion continued about the work Munson's has done on the driveway as well as communications that had been made pertaining to the problem. Hadley to set up a meeting with Munson's and Mr. Nykiel.

Treasurers Report

Treasurer Isabelle reported that she has researched the recreation fund as discussed at a previous meeting. There is no documentation that these funds are to be used for a specific purpose other than recreation. Appropriating \$962.40 for the baseball field is to be added to the agenda for next meeting. The FY'15 Audit is done and Isabelle is waiting for the first draft.

Approval of Licenses, Permits, Vouchers, and Applications

Hansen moved to approve payroll warrant number 16-5 for August 9, 2015 – August 22, 2015 and payable August 24, 2015 in the amount of \$38,142.97. Also Payroll warrant number 16-6 for August 23, 2015 – September 5, 2015 payable on September 9, 2015 in the amount of \$38,289.40. Also accounts payable warrant number 16-g-6 with checks 15451-15498 in the amount of \$94,751.62. And to approve the reconciled August bank statements for the general fund and for the water division. Seconded by Haskin. Passed unanimously.

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Chief William Wolfe- Facility Security Enhancement

Chief Wolfe was present to discuss making enhancements in regards to access control of external doors. He proposed that they use key cards so access can be controlled and monitored. Requested funds in the amount of \$8,400. Received quotes from two companies, Control Technologies and C&S. Suggested that the board consider having the entire building done similarly. The job will go out on RFP, and there are funds available for building maintenance of the municipal building. There was discussion of other security enhancements, including security cameras.

Panhandling Ordinance

The panhandling ordinance had been started when there were reports of aggression from panhandlers. Town Administrator Hadley added the topic again so the board can decide whether or not to move forward with the ordinance. Discussion commenced on the topic of safety with people being in high traffic areas as well as legalities behind the ordinance. Chief Wolfe suggested that action be taken when people have crossed the line into illegal activity instead of pursuing an ordinance. Board agreed to put the document on hold and to revisit the topic if the need arises in the future.

Amendment of Repayment Terms of Water Planning Loans

The town has a water planning loan from the state of Vermont that totals \$408,817.25. Payments were due starting this year but the project is not done so Hadley is submitting for an extension. Hadley provided a request to change the repayment start date from August 2015 to January 2016 and asked that the board authorize the chair to sign the request. This would push the date back to when the town would receive USDA funding. Hansen moved to authorize the chair of the select board to sign the amendment of the terms of the water planning loans. Seconded by Haskin. Passed unanimously.

Contract for Design Services- Muzzy Road Project

Town Administrator Hadley had on hand the paperwork for the design grant. He also mentioned that people have expressed the opinion that the land should be sold to an abutter before pursuing town use of the land. The land has been appraised for \$13,400. Nelson recommended proceeding with the grant and seeing if the land is well used. Hansen moved to authorize the select board chair to sign the design grant contract for the Muzzy Road project. Seconded by Haskin. Passed unanimously.

Medical Card Policy for Commercial Drivers

Chair Nelson discussed his review of the policy and topics that needed to be reviewed. Haskin asked what the result is if a driver is to fail to pass and if that would result in termination. Hadley discussed setting up a mechanism to give that person an opportunity to pass. Haskin mentioned adding language to explain a process if such a situation should arise.

Amusement Permit Request

Blue Cross Blue Shield request to host an American Heart Association Walk on September 19, 2015. Nelson recommended approval contingent upon approval from the police chief. Hansen moved to approve the amusement ordinance for the American Heart Association Heart Walk contingent on the police chief's approval. Seconded by Towne. Passed unanimously.

Barre Senior Center Proclamation

Wording provided for the proclamation and changed slightly. Proclamation was read by Chair Nelson. Hansen moved to sign the proclamation. Seconded by Towne. Passed unanimously.

Town Administrator Report

Town Administrator Hadley reported that the water crew is working on the stream crossing under Richardson Road and will then move to work on Paine Turnpike North between 62 and Crosstown Road and later in the week on Industrial Lane. Water testing underway and beginning to construct the pump house. Update received on Route 62 project which Hadley reviewed with the board.

Chair Nelson asked if the water project is still on schedule. Hadley explained that the only delay as of now is securing the easement at Berlin Health and Rehab. Haskin asked if the advertising for water operator has started. Hadley to start the advertising for that position soon.

A while ago, there was a movement for the state to install a sewer line down Route 12 to the GMTA building. At the time they had spoken to either the town or sewer commission and that topic has come back and they would like to pursue that project. Hadley brought up the topic to make the board aware that there has been discussion pertaining to that project. It is in the state right of way and the project would benefit Weston's trailer park.

A letter was received from the Citizens for Property Rights, a group out of Underhill Center. It explained that GIS mapping has a way of being attached to town plans and can later be cited which can affect development that could hurt someone trying to develop their property.

Received letters sent by Central Vermont Regional Planning Commission in support of Kohl's and Maplewood Convenience Store, the letters being written to environmental court.

Received an email from Northfield Savings Bank about an opening event.

Hansen asked if there was an update about the guard rails. The vendor has been contacted and this work is expected to be completed by the end of the month.

Approval of Minute(s) of Previous Meeting(s)- 8/17/2015 & 8/19/2015

Hansen moved to approve minutes of the August 17, 2015 select board meeting with noted change. Seconded by Haskin. Passed 3-0 with 1 abstained.

Hansen moved to approve the minutes of the special meeting on Wednesday, August 19, 2015 with noted change. Seconded by Haskin. Passed unanimously.

Round Table

None.

Liquor Control Board

Hansen moved to recess the select board and convene the liquor control board. Seconded by Towne. Passed unanimously. Application for license for Cornerstone Restaurant Group in Barre to cater a wedding at 228 Walker Road in Berlin. Hansen moved to approve the liquor license application for Cornerstone Pub for August 12, 2015. Seconded by Towne. Passed unanimously. Hansen moved to adjourn the liquor control board and reconvene the select board.

Executive Session- Legal, Personnel, and Contract

Hansen moved to enter executive session to discuss personnel matters. Seconded by Haskin. Passed unanimously.

For the Select Board:

Bethany A. Towne