



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

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

**Monday, September 19, 2016
7:00 PM**

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

APPROVED MINUTES

Call to Order

Chair Nelson called the meeting to order.

Changes to Agenda

Town Administrator Hadley asked to add a topic regarding new communications method for Act 250 program.

Public Comment

None.

Treasurers Report

Town Treasurer Isabelle provided the August trial balance, budget status report, and delinquent notices to the board. The auditors have completed the field work at the town office. She provided an update on current tax collection efforts and potential tax sales.

Approval of Licenses, Permits, Vouchers, and Applications

Hansen moved to approve payroll warrant number 17-06 for September 4, 2016 – September 17, 2016 in the amount of \$36118.63. Also accounts payable warrant 17-g-6 with checks 16465-16493 in the amount of \$95465.55 and void check 16430. Also accounts payable warrant 17-w-6 with checks 10095-10098 for the water division in the amount of \$63054.22. Also the August reconciled bank statement for the water division and also the August journal entries and August tax administration adjusting entries. Seconded by Lamberton. Lamberton amended the motion to include authorizing Hadley to hold check 16482 until the security system installation is satisfactory per Hadley's discretion. Towne seconded the motion to amend. Passed unanimously. The original motion plus amendment were voted on and passed unanimously.

Bryan and Tracey Nykiel- Driveway Damaged by Water Project

The Nykiel's provided photo evidence of damage caused to the property during water system installation. The right of way is 25 feet and the damage extends beyond that area. Hadley and the road foreman have conducted a site visit. The Town Administrator will follow up with the contractor (Munson) to be addressed.

Sandy Rousse- Pat McDonald- Central Vermont Home Health Hospice – Pilot Agreement

Rousse and McDonald were present to discuss a pilot program for 2018 as they are working ahead on their budget for that year. Hadley to meet with Rousse and McDonald to come to an agreement.

Jon Kaplan- VTrans Update Regarding Route 302

Kaplan discussed feedback received from the study. 400 of 750 responses were not in favor of the new road layout. Towne asked if business owners have been contacted for feedback. Business owners were contacted at the beginning of the project but there are no plans to reach out to them at this point. Areas that are more hazardous than others were discussed. Nelson asked what VTrans is looking at for the future as sidewalks had been discussed at one point. Kaplan explained that the town would have to pursue additional features like sidewalks. VTrans plans to do a long term study of the road diet.

Berlin Mall- Mall Road Issue

Hadley discussed a site visit at the mall done a few weeks ago and progress since. A core sample can be taken to determine if the road needs to be rebuilt or if it can be reclaimed. Representatives of the mall were not in favor and suggested an agreement where they would continue to care for the road as they have been. The town attorney did not suggest pursuing such an agreement. A suggestion was made for both attorneys to meet to discuss the issue.

Special Event Permit- Berlin Congregational Church

The church submitted a permit application for a crop walk starting at Paine Turnpike South and the duration of the event is two and a half hours. Insurance is not an issue. Hansen moved to approve the special event permit for the First Congregational Church in Berlin for their crop walk and to waive the \$50 application fee. Seconded by Lamberton. Towne suggested adding that the chair could sign. Hansen revised his motion and Hansen moved to approve the special event permit application for the First Congregational Church in Berlin's crop walk on September 25 and to authorize the Selectboard chair to sign the permit and to issue the permit with the condition that they have insurance. Seconded by Lamberton. Passed unanimously.

Cemetery Committee Resignation Received

A letter of recommendation was received from Rebecca Knight as she is moving out of town. The committee is down to a single member. The vacancies have been advertised but no interest has been generated. Hadley asked for suggestions. Lamberton moved to accept the resignation. Seconded by Hansen. Passed unanimously. Lamberton moved to accept the application of Jeremy Hansen for the cemetery committee. Seconded by Towne. Passed unanimously.

Act 250 Communication

Act 250 will now be sending communication solely through email. A main email needs to be provided. It is normally the town clerk. Rosemary Morse is in agreement to be the delegated email. Lamberton moved to accept Rosemary Morse as the main contact. Seconded by Towne. Passed unanimously.

Town Administrator Report

Hadley gave an update of committee and commission meetings.
Information on a solar update at First in Fitness was received. They are updated solar racks.
A water system update from the Operators was received.

Round Table

Nelson discussed a water system emergency exercise planned and mentioned that it may be of interest to Hadley and others involved directly with the water system.

Executive Session

Hansen moved to find that premature general public knowledge of the union contract between the town of Berlin and Chauffeurs Teamsters Warehousemen and Helpers Union number 597 would clearly place the town at a substantial disadvantage by disclosing negotiation strategy. Seconded by Lamberton. Passed unanimously. Hansen moved to enter executive session to discuss the union contract between the town of Berlin and the Chauffeurs Teamsters Warehousemen and Helpers Union number 597 pursuant to 1 vs a section 313 a 1 Seconded by Lamberton. Passed unanimously.

Reconvene

The Board reconvened to public session.

Motion: Lamberton to adjourn seconded by Towne.

For the Select Board:

Bethany A. Towne