



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

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

Special Meeting

**Monday, January 25, 2010
5:30 PM**

Selectboard Members: Brad Towne, Chair; Susan Gretkowski, Vice Chair; Roberta Haskin, Secretary; Jonathan Goddard, Nancy Driscoll. Present: Jeff Schulz, Town Administrator; Patti Lewis, Town Treasurer. All items unanimous unless otherwise noted.

UNAPPROVED MINUTES

Brad Towne called the meeting to order at 5:30 PM.

Public Comment

There was no public comment.

Accounts Payable/Vouchers

There were no accounts payable/vouchers to review.

Equipment Loan Refinancing

Patti Lewis stated that the Board had asked her to contact other banks for refinancing of the highway equipment loans. She stated that she had contacted Community National Bank, TD Bank and Citizens Bank for percentage rates on combining the equipment loans. **Patti** stated the percentage rate at Community National was 2.6%, TD Bank was 3.5%, Citizens Bank was 2.75%, and Merchant's Bank was 3.09%. She recommended that the Board approve consolidating the loans with Community National to gain the lower interest rate available as this would save the Town approximately \$6,000 this fiscal year and approximately \$14,000 next fiscal year. Motion by **Nancy Driscoll** to approve the refinancing the equipment loans with Community National Bank. Second by **Roberta Haskin**. Motion carried 4-0.

Proposed Charter Changes

Jeff Schulz stated that at the last Selectboard meeting, the Board made a motion to move forward with the proposed Charter Changes and add them to the warning for Town Meeting. He stated that he wanted to formalize the actual document and asked the Board to make a motion to approve and sign the proposed Charter Changes. Motion by **Susan Gretkowski** to accept the proposed Charter Changes as set in the document dated January 25, 2010. Second by **Nancy Driscoll**. Motion carried 4-0.

FY 11 Budget

Patti Lewis reviewed the proposed budget for FY11 and changed the figures for debt service and ambulance service. She stated that the budget expenses total \$2,453,375, with projected revenues of \$761,840 which includes loan proceeds and reserve fund balances, for a net total of \$1,882,737 which would need to be raised in property taxes. The Board discussed how to present the proposed budget to the voters at Pre-Town Meeting. Motion by **Susan Gretkowski** to accept the proposed budget for FY11 as presented by **Patti Lewis** dated January 25, 2010, in the amount of \$2,453,375. Second by **Jonathan Goddard**. Motion carried 4-0.

Motion by **Nancy Driscoll** to approve level funding all wages and health insurance buyouts for FY11. Second by **Roberta Haskin**. Motion carried 4-0.

Town Meeting Warning

Jeff Schulz reviewed the proposed warning for Town Meeting. **Nancy Driscoll** asked that rather than put the Special Appropriations on the ballot, could the Town give a list of organizations for people to give contributions to and take the Special Appropriations off the Town budget. **Jeff** stated that the Town could not turn away organizations that have petitions from being on the ballot, and that the Special Appropriations process is governed by State statute and the Town policy. **Brad Towne** suggested calling other Towns to see what their policy is regarding Special Appropriations and also asking VLCT about this matter. **Jeff Schulz** stated that Article 23 is of note due to the change in tax installment dates. He stated that upon discussion of the installment dates, he found that the 20th of the month fell on a weekend, rather than a weekday and the compromise was to set the installment dates on the 18th of August, November, February and May. **Patti** asked if Article 26 was still needed as there are no auditors in Town. The Board stated that article 26 could be taken out of the warning. **Rob Halpert**, Town Attorney, suggested adding language to article 2, Charter amendments to say 'shall the town elect to approve the charter amendment to eliminate the office of Lister.' **Jeff Schulz** stated that the Board should also amend article 5 to eliminate the wording 'aging, failed windows with modern, energy efficient windows.' He stated that on Article 27 wording should be added to state 'tax stabilization'. Motion by **Susan Gretkowski** to approve the warning and notice for the Annual Town Meeting with changes as discussed to Articles 2, 5, and 27 and the elimination of article 26. Second by **Roberta Haskin**. Motion carried 4-0.

Nick Garbacik stated that he wanted to address the Board regarding the EMS proposal that the Berlin Fire Department submitted for review. He stated that he felt that his department put in a lot of work and time into the proposal and that some of the questions that came forward at the bid opening are things that need to be addressed. **Nick** stated that the response time in question was for ambulance service when the Board should have looked at the response time of the Fire Department. He stated that the Fire Department is always looking for more personnel that either live in Berlin, one town outside of Berlin or works in Berlin. He wanted to bring this to the attention of the Board to see if they could help promote the department.

Jeff Schulz stated that he had completed the Selectboard report for the Town Report and that he will send to the Board via email for their comments and additions.

Adjourn

Motion by **Jonathan Goddard** to adjourn the Selectboard meeting at 7:00 PM. Second by **Nancy Driscoll**. Motion carried 4-0.

For the Select Board:

Rebecca Richardson, Administrative Assistant