



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

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

**Monday, April 17, 2017
7:00 PM**

Selectboard Members: Ture Nelson, Chair; Jeremy Hansen, Vice Chair; Pete Kelley, Secretary; Brad Towne and Wayne Lambertson. 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

An addition to the agenda to view a potential new town truck.

Truck

Members of the select board had the opportunity to look at a potential new highway truck. The truck is ready for immediate delivery as all required plowing equipment has been installed. The highway truck is approved for the FY'18 budget. Normally a truck is ordered at the beginning of the fiscal year and delivery can be delayed several months waiting for it to be outfitted. The Board will discuss the purchase further at their next meeting.

Public Comment

None.

Treasurers Report

There was a question at the last meeting about parts purchased for the water system. Isabelle asked for details on the parts. They were membranes for the chlorination system that need periodic replacement. The Selectboard was given the March budget status report, trial balance, and delinquent tax report. She also informed the board that the health insurance premiums have increased by 7.4% for FY'18

Approval of Licenses, Permits, Vouchers, and Applications

Hansen moved to approve general fund accounts payable warrant number 17g21 with checks 17060-17098 in the amount of \$\$30,768.91. Also water division accounts payable warrant number 17w18 with checks 10144-10147 in the amount of \$2,612.57. Also payroll warrant number 17-22 for payroll from April 2, 2017 – April 15, 2017 in the amount of 40,755.84. Also the March reconciled bank statements for the general fund and water division and the March general journal entries. Seconded by Lamberton. Passed unanimously.

Tax Sale Properties Remaining Unsold- Grand List Values

The board and Treasurer Isabelle discussed properties with remaining tax due balances that were not sold at a tax sale. They remain unsold and are artificially inflating the grand list. Lamberton moved to reduce the values of five properties to zero.

1. Charles Moyer-Route 12-Home and Land
2. Erick Currier, Bartlett Road- Land
3. Lori Rathbone-Mobile Home
4. Colleen Dorney-Mobile Home
5. Christopher Willett-Mobile Home

Seconded by Towne. Passed unanimously.

Signature on Traffic Ordinance

The board approved the traffic ordinance on February 6 and the 60 day waiting period ended April 7. Hadley asked that the ordinance be signed for the Town's official records.

Administrative Code

Nelson discussed a legislative session that he and Hadley attended. Scheduling a public hearing was discussed. The Board will hold two public hearings that are scheduled for June 5th and June 19th.

Selectboard Goals

Some goals were discussed. An older list was reviewed to see what was completed and items still needing completion were listed as ideas for town goals.

Job Descriptions/Reviews

The board discussed job descriptions for all existing positions and discussed regularly completing reviews.

The road was closed for a few days due to water being high. The water has since receded and the road is open. There was discussion about a beaver dam contributing to the high water.

Special Event Permit Application – Blue Cross and Blue Shield of Vermont

Tuesday, April 26 to celebrate national walk at lunch day. A certificate of liability insurance was provided. Between 150-200 of their employees expected. Lamberton moved to approve the permit. Seconded by Hansen. Hansen moved to amend the original application by striking the second sentence of the foot note and to grant waiver of the application fee. Seconded by Lamberton. Passed unanimously. The amended motion passed unanimously.

Approval of LEOP – Local Emergency Operations Plan

Sections of the plan were reviewed. Hansen moved to approve the local emergency operations plan for 2017. Seconded by Lamberton. Hansen asked if there are any ICS trainings coming up. Nelson said he would check on that information. Nelson asked Hadley about a debris management plan. Hadley is working with Tom Badowski to develop a plan.

Approval of Minutes of Previous Meetings- 3/20/2017 & 04/03/2017

Hansen moved to approve minutes for the Monday March 20, 2017 regular select board meeting with aforementioned changes. Seconded by Towne. Passed 3-1 with 1 abstained. Hansen moved to approve the minutes for the Monday, April 3, 2017 regular select board meeting with discussed changes. Seconded by Kelley. Passed 3-0 with 1 abstained.

Town Administrator Report

Town Administrator Hadley shared a monthly report from the water operator. A letter from FEMA was received stating that the community CRS system has been approved. Criteria for a CRS class 9 rating were fulfilled. An easement was received. From 98 Hospitality Drive. At this point the town attorney can move forward on review of purchase of the Berlin Water Company. A liquor license was received after completion of the agenda. A special meeting was planned for Thursday, April 20, at 5 pm.

Round Table

Selectboard Minutes

April 17, 2017

Page 4 of 4

Nelson discussed that the Central Vermont Solid Waste District is currently having their charter change reviewed by the legislature at this time. There is one provision that would allow them to levy taxes.

Nelson also discussed the Montpelier charter change discussing the Berlin Pond. What came of that is the chair wanting to see negotiation from all sides before moving forward. The change would give them the authority to issue an ordinance to limit recreational use of the pond.

Kelley discussed an extra light on Route 302 that is causing confusion at the intersection in front of the Price Chopper plaza.

Executive Session

Hansen moved to enter into executive session pursuant to 1 v.s.a. section 313 subsection 3a3 to discuss a personnel matter. Seconded by Lamberton. Passed unanimously.

For the Select Board:

Bethany A. Towne