



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

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

Monday, December 14, 2014

5:30 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, Highway Superintendent Tim Davis and Police Chief William Wolfe

UNAPPROVED MINUTES

Selectboard Member Hansen was absent.

Budget Work session

Call to Order

Meeting called to order by Ture Nelson.

Additions or Changes to the Agenda

None

Highway Department Budget

Highway Superintendent Tim Davis presented the proposed FY'17 budget for the highway department. Salary calculations for the summer and winter budget were done by the Treasurer and Administrator based on a 2% salary increase. Associated line items such as FICA, FUTA, pensions were computed using these figures. The budget request show that several categories remain at the same level as the FY'16 budget. He requested an increase in the amount of \$10,000 in the asphalt/Marking/Sealing line. He discussed the need to have Fisher Road resurfaced. There is a possibility that the Town would be able to receive a grant from the Vermont Agency of Transportation for this project. Class 2 roads are eligible to apply for such grants. He asked for an additional \$4,000 in the guardrail account. There several areas in Town that need guard rail replacement, one area is to extend guardrail on Junction Road. In the capital budget he recommends that the town purchase a new six wheel truck to replace the 2010 six wheel truck. The estimated cost for a new truck that includes outfitting is \$165,000. The old truck would be traded in and the estimate of the cost does not take into consideration the trade-in value of the old truck. There was discussion about seeking financing for a new truck to offset the cost in the FY'17 budget.

Police Department Budget

Police Chief William Wolfe presented his proposed budget for FY'17. As in the case of the highway budget salary lines and associated accounts were prepared by the Treasurer and Town Administrator. Salary increases were calculated with consideration for the Police Union Contract. The chief is proposing an increase for the VIBRS data base by \$1,000 as a result of increase costs associated with the state email server. There was discussion if it were a reasonable alternative to have the email server for the police in house. The Town Administrator will check on costs with the computer consultant in order to compare costs. The training budget is proposed at \$800 greater for ongoing training needed. The Chief also discussed participating in the Special Investigate Unit, this would be at a cost of \$2,300. The Unit would be responsible for investigation of sexual assaults. These investigations require a specialized training that is difficult to have in a small

department. Many towns in Washington County are members of the Unit. The chief has included the cost to replace a Taser. He also has lowered the gas/oil line by \$1,500 due to use and lower gas prices. The Board took both of these budgets under consideration.

The Board received a letter from the Berlin Town Clerk relative to budget requests for that office.

The next budget meeting will be on Monday, December 21st beginning at 5:30 p.m.

For the Select Board:

Dana I. Hadley, Town Administrator