

**Town of Berlin
Municipal Office Building
108 Shed Road
Berlin, Vermont 05602
Regular Select Board Meetings
1st & 3rd Thursday of Each Month**

Thursday, January 16, 2020

Selectboard Members: Brad Towne, Chair, Jeremy Hansen, Vice Chair, Angelina Capron, Justin Lawrence and Florence Smith. Minutes from this meeting will be available on our website.

INTERIM MINUTES

Selectboard Member Capron attending by Telephone

6:00 p.m. Budget Workshop

Overall Budget Review

The Town Administrator discussed the proposed warning that now includes all petition warning articles. Also reviewed was the operating budget request and how the tax rate might be affected.

6:50 Review of the Warrants

7:00 p.m.

Selectboard Meeting call to order

The Selectboard meeting was called to order by Selectboard Chair Brad Towne.

Additions to or changes to the agenda

Add: Discuss the Downstreet Housing Project
Signatures on the updated Municipal Wastewater Collection System Ordinance
Add approval for the operating budget

Public Comment

There was no public input.

Treasurer's Report

Treasurer Diane Isabelle gave the treasurer's report. She asked for the Board for permission to write off small balances under \$5. The total equals \$6.86

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Motion: Hansen to write off small balances due on taxes for the total amount of \$6.86 seconded by Smith.

Dennis Chambers-Dog Issue

This meeting was to discuss a neighborhood concern regarding dogs. This has been an ongoing concern that has been brought to the attention of the Police Department.

Keith Van Iderstine-Berlin Fire Department

The Board met with the Chief of the Fire Department to discuss the Fire Department's need to purchase a new fire engine. The Department has researched the cost of new equipment and they estimate a cost of \$527,000. There was discussion relative to financing. The Board will place an article on the warning for discussion only for a vote to be held in the future.

Letter from Sister Laurian Seeber expressing interest to be appointed to the Conservation Commission

Motion: Hansen to appoint Sister Laurian Seeber to the Berlin Conservation Commission with an expiration date of 2023. Second by Smith.

Approval of Licenses, Permits, Vouchers and Application

Motion: Smith to approve General Fund Account Payable warrant number 20G13 with checks 19890 to 19928 in the amount of \$44,090.02, Payroll Warrant number 20-14 for payroll from December 22, 2019 to January 4, 2020 in the amount of \$45,967.02. Reconciled Bank Statements for the General Fund, Sewer Commission and Water Division. General Journal Entries and tax admin adjustment for December, 2019. Seconded by Lawrence.

Approval of Selectboard Report

Motion: Hansen to approve the Selectboard Report second by Smith

Downstreet

Downstreet will be at the next meeting and they would like the Town to consider agreeing to an MOU. The Town Administrator reviewed the points that they would like agreed to.

Approval of Selectboard Minutes-01/02.2020

Motion: Smith to approve the Selectboard Minutes from January 2, 2020. Second Capron

Approval of the FY'21 Operating Budget Proposal

Motion: Smith to approve the proposal opening budget in the amount of \$3,235,181. Second by Lawrence.

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Town Administrator Report

There will a presentation on February 11th at the Meeting room at the hospital for the presentation of the Municipal Planning Grant that the town recently received from the state. The Governor is expected to attend.

The Vermont League of Cities and Towns is seeking nominations for people to serve on the PACIF board.

Roundtable

There was discussion regarding the dedication of the Town Report.

Executive Session – Legal, **Personnel**, Contract (Executive Session Anticipated)

Motion by Smith to enter executive session to discuss a personnel matter pursuant to 1 V.S.A. §313 (a)(2) Second by Lawrence.

Motion Lawrence second by Smith to exit executive session and reconvene the Selectboard Meeting.

Motion: Lawrence to hire Bonnie Flint of Barretown as the Administrative Assistant in the Police Department. Second by Lawrence.

8:20 Meeting adjourned.