



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

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

**Monday, January 5, 2015
5:30 PM**

Selectboard Members: Ture Nelson, Chair; Roberta Haskin, Vice Chair; Jeremy Hansen, Secretary; Brad Towne and Pete Kelley. All items are unanimous unless otherwise noted.

APPROVED MINUTES

Budget Workshop-FY'16

The Board reviewed the proposed FY'16 budget including estimated revenues.

7:00 p.m.-Regular Board Meeting

Call to Order

Meeting called to order by Chair Nelson. Kelley absent.

Changes to Agenda

Hadley asked to add cloud storage information as a topic. Added after Treasurers Report. Moved curb cut up in the agenda to after public comment.

Public Comment

None.

Permit for Digging in Town Right of Way

Request for temporary access on East Road. Nelson asked for an estimate on duration, which is estimated at 2-3 weeks. Would like to start within two weeks. Per wetlands permit, work to be done in winter to cause least amount of damage. There was inquiry about why the access was to be temporary for a permanent structure. Concern about where there would be parking past the time of the access. Solar array would be checked once or twice a year. Hansen moved to approve the temporary permit for digging in the right of way and installing the culvert provided that the work is completed by May 2015. Seconded by Towne. Motion passes 3-0, with 1 recused.

Treasurers Report

Isabelle provided board members with current delinquent accounts. Some will be pursued aggressively, will be moving forward with all. Majority of people are making payments. Emailed the auditor with all questions for first draft, will follow up this week. Haskin had asked about the property taxes and why it is 94% of property taxes. The interest payments is added monthly, running total owed is on the balance sheet. When billed, it is counted as revenue and put into an accounts receivable. Does not include school portion, which is recorded separately. Hadley asked for clarification about why it is does not show 100%. Isabelle

explained the errors and omissions come out of that account. Discussion continued about taxes and how they're represented on paperwork.

Cloud Storage

Carbonite has been purchased. Passwords from server are needed to complete set-up. Need to have some work done in system to put software in place. Have received an estimate from RB Tech. Worst case is 8-9 hours of work at \$130 per hour, could potentially be \$1170 in worst case. Data must be hosted somewhere, Amazon cloud was suggested. Charge is monthly for storage and encryption. Estimated at \$25-\$30 per month. Before that can happen, must have credit card for billing. Banks want a person to sign, so difficult to get card. Could try to get an Amazon credit card. Hansen said RB is probably looking at setting up the account as an individual, but for a business it should be able to be set up as a business. Hadley had contacted Amazon explaining that it is a municipality and Amazon still needs a card. Total cost for data storage will be \$1800 annually. Isabell to ask bank about obtaining a debit card and report at the next meeting. Hadley asked for either permission or other guidance concerning obtaining a debit card, spending on cloud storage, and hiring RB. Hansen asked about anti-virus purchasing in the budget. Isabell to double check that it's included. Hansen moved to approve having RB Technology do work on the set up and for monthly cloud storage fee. Seconded by Haskin. Passed unanimously. Isabell to find out about storage increments and frequency.

Approval of Licenses, Permits, Vouchers and Applications

Hansen moved to approve accounts payable warrant number 20, check 14820 in the amount of \$4,851.50. Accounts payable warrant number 21, checks 14821-14826 in the amount of \$59,330.70. Accounts payable warrant 22, checks 14827-14858 in the amount of \$40,152.48. Seconded by Haskin. Passed unanimously.

Letter Received VT Department of Taxes- Certified Equalized Property Value

Listers do not have issues with content in the letter. Values show improvement.

Proposed Budget for Washington County

Annual meeting to be held January 23. Copy of their budget posted in the office. No board members expressed comments or concerns.

Thank You Letter Received from Vermont Center of Independent Living

Wrote a letter thanking the town for allocations. Hadley shared letter with the board.

Letter Received from Resident to Berlin Police Department

Received from Pat Barberi to the PD. Positive feedback received, similar note posted to Front Porch Forum.

Town Administrator Report

Hadley made the board aware of an item. Town had received a letter in July from R&G Properties asking that the speed limit on Route 2 be lowered from 50 mph to 40 mph. Jeff wrote to the Agency of Transportation in July requesting review. November 24 a letter was received back stating they did not find merit and that a hearing would be held December 10. Hadley talked to the police chief who also felt that the speed limit was okay as is. Received a letter today from Agency of Transportation that the hearing was postponed due to weather from November to January 23. Hadley made board aware of the new hearing and

that he had spoken to the chief about the topic. Towne asked about accident reports. There are not sufficient reports to warrant lowering of the limit.

Approval of Minute(s) of Previous Meeting(s)- 12/15/2014, 12/22/2014, 12/29/2014

Hansen moved to approve minutes for the Berlin Select board regular meeting minutes of December 15. Seconded by Haskin. Passed unanimously.

Hansen moved to approve the Berlin Select board meeting minutes of December 29 with the noted corrections. Seconded by Towne. Passed unanimously.

Round Table

Nelson mentioned starting the Select Board report and Town Report as well as dedication.

Legal, Personnel and Contract (Executive Session Anticipated)

For the Select Board:

Bethany A. Towne