



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

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

**Monday, January 12, 2015**

**5:30 PM**

Selectboard Members: Ture Nelson, Chair; Brad Towne and Pete Kelley. Town Administrator, Dana Hadley, Treasurer, Diane Isabelle and Police Chief, William Wolfe

### **UNAPPROVED MINUTES**

#### **Conservation Commission**

The Board met with Andrea Chandler and Tom Willard of the Berlin Conservation Commission. They discussed the situation caused by beavers on Crosstown Road. There have been various options considered. One option is for a beaver baffle to be installed. This has had success in other communities. The cost is estimated to be \$1,400. The Commission had a discussion at their meeting and a question was raised as to whether this was a highway issue and should the baffle dam expense come from that budget. They did not ask for any funding for FY'16. Due to the Town Forest Harvest some members of the Conservation Commission felt that this income should be used for expenses and not ask the Town for funding. The funds in the Conservation Fund are for acquiring property or easements. General funding to cover the cost of beaver baffles should be from the general fund budget. Tom Willard has asked a gentleman from Vermont Fish and Wildlife to visit the site and give some advice as to what type of beaver baffle would be appropriate. This is expected to happen in the spring. At that time the Commission will come to advise the Board of their findings.

#### **Executive Session**

Motion: Kelly to adjourn the meeting and enter into executive session as outlined in 1 V.S.A. § 313 (a) (2) to discuss an employment issue in the Police Department with the Police Chief. Seconded by Towne.

Vote in the affirmative

#### **Public Meeting Reconvened**

The Board resumed the Public meeting following the executive session.

#### **Treasurer-Update on Town Credit Card**

The treasurer applied at Green Mountain Credit Union for a credit card that will be used to subscribe to the Amazon off-site data backup service. Normally, the Chairman of the Board signs agreements on the behalf of the Town. The Selectboard Chairman disclosed that he is the Vice Chair of Green Mountain Credit Union and due to the appearance of a conflict of interest, he will recuse himself from this discussion. Since the Chairman will not be signing the authorization for a credit card it will be brought to the entire Board for signatures at the next available opportunity.

Budget Session for FY'16

The treasurer reported on the balance in the reappraisal fund. The listers said that the Town does not need to be reappraised within the next few years. The amount received from the annual stipend from the state is deposited into this fund. The fund will have a balance of approximately \$146,000 at the end of this fiscal year. The total cost for the reappraisal is estimated at \$85 per parcel for a total of \$168,000. The Board decided that there is not a need to appropriate any further funds for that account at this time.

The Board agreed to support across the board raises of 2% for Non Union town employees. The budget was reviewed and the Board made the changes as listed:

|               |                         |        |   |
|---------------|-------------------------|--------|---|
| 10-1-40-10.00 | Wages DRB Secretary     | 5,000- | To properly budget DRA secretary                                    |
| 10-1-50-41.05 | Conservation Commission | 1,400- | Beaver Baffles  |
| 10-1-65-48.00 | Heat & Utilities        | 24,600 |   |
|               |                         |        | Increased to cover water connection to office and highway buildings |
| 10-1-80-10.09 | Police On Call          | 3,000- | Planning for when new officer is at the academy                     |

Pay Adjustment

The Board discussed the request from the Police Chief to increase the pay rate for part time officers working at the hospital from \$19 to \$20 per hour. After discussion the Board agreed to increase the part time rate from \$19 to \$20. These funds are from the contract the Town has with Central Vermont Medical Center and not from appropriated funds raised by taxes.

Dana Hadley spoke to the Board about a pay inequity in the highway department as a result of a recent hire. He suggested that the hourly rate for T.J. McDermott be adjusted from \$17.71 per hour to \$18.25. The Board agreed to adjust the rate to \$18.25 per hour effective with the next pay cycle.

For the Select Board:

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Dana I. Hadley, Town Administrator