



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

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

Monday, July 17, 2017

**6:00 PM
Site Visit-Black Road**

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

6:00 p.m.

Selectboard Members Nelson, Hansen, Lambertson and Towne met at the Crosstown Road side of Black Road. The site visit was to determine what private maintenance procedures are necessary to provide adequate access to private residences on the Class 4 road. Also present was Dana Hadley, Town Administrator, Tim Davis, Highway Superintendent, David Delcore from the Times Argus newspaper and Black Road Residents, Beth Daut and Josh Walker. The Board will discuss its findings at the next Board meeting on August 7th. This meeting was recessed until 7:00 p.m.

7:00 p.m.

Call to Order

Meeting called to order by Chair Nelson. Kelley absent.

Changes to Agenda

None.

Public Comment

None.

Treasurers Report

Town Treasurer Isabelle provided the June budget status report, trial balance, and delinquent tax report to the board. She reported that she has mailed tax bills to property owners.

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Approval of Licenses, Permits, Vouchers, and Applications

Hansen moved to approve general fund accounts payable warrant number 18G02 with checks 17301 to 17335 in the amount of \$40,794.04. Also payroll warrant number 18-01 for payroll from June 25, 2017 to July 8, 2017 in the amount of \$41,271.39. Also June reconciled bank statement for the general fund as well as June journal entries and tax admin adjustment. Seconded by Towne. Passed unanimously.

Authorizing Bid on Tax Sale Property

There was no interest in authorizing a bid on the property going to tax sale.

Cleaning Services Contract – Municipal Offices

Hadley provided a contract that he drafted for Floors R Us LLC cleaning services. One of the stipulations was to pass a background check to clean the police department. Hansen moved to authorize the town administrator to sign the contract between the town of Berlin and Victor Guyette doing business as Floors R Us. Seconded by Lamberton. Passed unanimously.

Review of Hospital Contract Pay Scale

Hadley reviewed the pay for police officers from the town of Berlin to work at the hospital. Currently, full time police officers are paid \$30 per hour and part time are paid \$20 per hour. The police chief has reported that they are having trouble filling shifts with part time officers and asked that they be paid \$24 per hour. Lamberton asked for the theory behind the two pay grades. An answer was given that the full time officers are paid more as they are more highly trained. Hadley is going to schedule the police chief for the next meeting to discuss the contract.

Town Administrator Report

Hadley reported that the Public Works Board has had their first meeting.

Round Table

Hansen asked about the copy overage fee for the police department and if that contract should be re-negotiated as the copy numbers are over double the contract amount. Hadley responded this is the annual charge for overage copies. Perhaps the maintenance contract can be reviewed to estimate a realistic number of copies used.

Executive Session

Motion Hansen to enter into executive session pursuant to 1 V.S.A. § 313(a)(3). Second Towne.

Re-convene Public Session

Motion Hansen to reconvene Selectboard Meeting Public Session. Second by Towne.

Appointment of Police Officer

Motion: Hansen to appoint Steven Tiersch of Northfield, Vermont as a full time Police Officer for the Berlin Police Department with the expectation of and contingent upon successful completion of the full time officer training at the next class at the Police Academy. Second Towne.

Adjournment

Motion Lamberton to adjourn second Towne.

For the Select Board:

Bethany A. Towne