



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

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

**Monday, July 18, 2016
7:00 PM**

Selectboard Members: Ture Nelson, Chair; Jeremy Hansen, Vice Chair; Pete Kelley, Secretary; Brad Towne and Wayne Lamberton. Present: Dana Hadley, Town Administrator; Diane Isabelle, Town Treasurer. All items are unanimous unless otherwise noted.

APPROVED MINUTES

Call to Order

Chair Nelson called the meeting to order.

Changes to Agenda

None.

Public Comment

None.

Treasurers Report

Town Treasurer Isabelle reported on the auditor visit. They have been gathering information in preparation of the audit. Monthly audit materials have been given to the Board.

Tax Rate Setting for FY '17

Town Administrator Hadley provided an explanation of FY '16 budget process and applied the same process to FY '17. He provided the calculations and rates. Hansen moved to set the tax rate for FY '17 to 0.4629. Seconded by Lamberton. Passed unanimously.

Approval of Licenses, Permits, Vouchers, and Applications

Hansen moved to approve payroll warrant number 17-01 for June 26, 2016-July 9, 2016 in the amount of \$39,662.12. Also accounts payable warrant number 17g2 with checks 16302-16329 in the amount of \$31,849.15. Also accounts payable warrant number 17w2 with checks 10077-10080 for the water division in the amount of \$125,619.84. Also the journal entries for June 2016 and the tax admin entry for June 2016. Seconded by Lamberton. Passed unanimously.

Right of Way Request- Dennis Bronson- Tammy Munger- 1428 Chase Road

Hansen moved to approve the permit for digging within the town right of way for 1428 Chase Road. Seconded by Lamberton. There was discussion of culvert size. Motion passed unanimously.

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Bid Opening- Building Security System for Police Department

DC Energy: Installation total= \$10,916.34

MEI System Integrators: Total= \$5,626.00

Round Hill Security: \$5,607.00 base price. Additional options listed with individual prices.

Safetek: Total= \$7,782.37

Summit Fire and Security: \$11,371.00

Hansen moved to table to next meeting pending review. Seconded by Towne. Passed unanimously.

Bid Opening- Ambulance Service Proposals

Town of Barre: Per capita rate, year 1 \$29.52, year 2 \$31.58, year 3 \$33.79 with similar amount increases in optional years 4 and 5 (\$36.15, \$38.68). Hansen moved to table so the packet of information can be reviewed. Seconded by Lamberton. Passed unanimously.

Memo Received from Beth Daut regarding cutting on town property

Beth Daut followed up on the request of Valerie Beaudet to clear the brush from Town property located across the street from her home in order to have a view of Berlin Pond. Beth has researched the issued and will work with the resident on this request.

Discussion Regarding "Road Diet" Trial Period

Hadley heard from John Kaplin at the VT Agency of Transportation and they would like input from the board on how the road diet is working. A decision needs to be made about it since permanent paving is coming up in August. Members of the board discussed receiving more complaints than praise of the system. General consensus was not in support of the current markings.

Snowmobile Ordinance- Discussion Following 07/06 Public Hearing

Hansen moved to rescind the snowmobile ordinance. Seconded by Towne. Passed unanimously.

Review of Town Policies:

- Sexual Harassment Policy- Hansen moved to adopt the sexual harassment policy as presented. Seconded by Lamberton. Passed unanimously.
- Drug and Alcohol Policy- Hadley to work on the policy and provide a draft at the next meeting.

Discussion of Merits of a Sign-On Bonus for the Police Department

Chief Wolfe was present to discuss a need to be competitive and attract qualified personnel. A sign on bonus was discussed Lamberton moved to institute a sign on incentive for the police department in which we offer a total of \$4,000 incentive for new hires that are certified police officers that have been through the academy to receive after 6 months \$1,000, after 1 year they would receive \$1,000 and after 2 years they would receive \$2,000 for a total of \$4,000. Seconded by Hansen. Passed unanimously.

Town Administrator Report

Hadley reported that the water system work is almost complete. The town offices will be last to be connected.

The planning commission is planning to meet with the board August 15th to go over proposals and have a discussion about zoning.

The monthly report from the water operators was received. Hadley praised their work.

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Lamberton asked how it will be handled for businesses that have been using sewer meters for a number of years. They will not be required to buy new meters. The readers will be able to read old and new meters.

Approval of Minutes of Previous Meeting- 6/20/2016

Lamberton moved to approve the minutes of the June 20 charter change hearing. Seconded by Kelley. Passed 4-0 with 1 abstained.

Round Table

Kelley brought up an old discussion in which the state would be given 200 feet of Comstock Road for modifying the entry to the airport. At that time the discussion did not lead to action, Kelley asked that it be brought back on the table so that a gate may be moved to enhance the airport property.

Hansen sent the fire department audit to the board and asked it be added to the next meeting agenda.

Water Commissioners FY '17 Budget

Hadley provided an updated draft. Hansen moved to approve the budget as presented. Seconded by Lamberton. Passed unanimously.

Liquor Commission

Hansen moved to recess the select board and convene the liquor control board. Seconded by Towne. Passed unanimously. Lamberton recused himself from the discussion. Maplewood's of Montpelier filed a request to alter an existing license due to relocation. Hansen moved to approve the location change for the liquor license for Maplewood of Montpelier from 199 Paine Turnpike North to 159 Paine Turnpike North effective September 1. Seconded by Towne. Hansen added to send a letter prepared by Hadley. Passed 4-0 with 1 recused. Hansen moved to adjourn the liquor control board and reconvene the select board. Seconded by Lamberton. Passed unanimously.

Wanda Burrell was present to discuss an emergency management workshop being conducted by the Red Cross.

Executive Session

Moved by Hansen to enter executive session pursuant to 1 V.S.A §313 (a)(3) seconded by Kelley.

Reconvene Selectboard Public Session

Moved by Hansen to accept resignation of Officer Jared Mitchell. Seconded by Lamberton.

Moved by Hansen to hire Kevin Noterfonzo as a patrol officer. Seconded by Lamberton.

Moved by Hansen to adjourn. Seconded by Lamberton.

For the Select Board:

Bethany A. Towne