



**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, May 2, 2016  
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.

**UNAPPROVED MINUTES**

Call to Order

Chair Nelson called the meeting to order. Towne absent.

Changes to Agenda

Town Administrator Hadley asked that a topic be added for the liquor board to approve a license for a one day event. Removed review of the snowmobile policy and select board goals. Added a topic of discussion with Tim Davis.

Public Comment

None.

Treasurers Report

Isabelle reported that there will be no charge for credit card readers as they will be included. She read through the contract and will double check some items to make sure the agreement is clear.

Approval of Licenses, Permits, Vouchers, and Applications

Lamberton moved to approve payroll warrant number 16-23 for April 17, 2016 – April 30, 2016 in the amount of \$36,424.60. Also moved to approve payroll warrant 16w15 with checks 10054-10056 in the amount of \$5,431.85 for the water division. As well as warrant 16g24 with checks 16122-16138 in the amount of \$19,447.53. Seconded by Hansen. Passed unanimously.

Tax Sale Bid Policy

Hadley provided a new draft with suggested changes discussed at the last meeting. Hansen moved to adopt the tax sale policy as presented. Seconded by Kelley. Passed unanimously.

Tim Davis- Road Foreman

There was discussion of culverts and a water problem that needs attention. A catch basin has been proposed to help fix the issue. Nelson asked that cost be investigated in preparation for the project. Tim did not

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believe it would go over \$1,000 and therefore would not need to go to bid so will call local companies to get an estimate.

### Town Administrator Report

Hadley's report was brief as he was on vacation for a period of time. He thanked the staff for a job well done in his absence.

He reviewed dates of upcoming meetings.

Met with new downtown designators from the state and representatives from the mall. He reported that there was no information discussed that was not expected. There will need to be a change in the master plan, which was expected. A community functions plan will need to be made which discusses plans for supplying adequate water and sewer services in the future. There is interest in including the school and fire house in the plan to fulfill requirements. Overall it was a productive meeting.

Hadley provided an update on the water systems. There was also discussion of connection and billings.

### Liquor Control Board

Hansen moved to recess the select board and convene the liquor control board. Seconded by Kelley. Passed unanimously. Hansen moved to approve the liquor license for Hospitality Management of Rutland, Inc. for the event on May 21, 2016 between 2 and 10 pm. Seconded by Lamberton. Passed unanimously. Hansen moved to adjourn the liquor control board and reconvene the select board.

### Round Table

Hansen talked about the farmer's potluck held at the Grange which was organized by Josh Fitzhugh.

### Executive Session- Personnel/Contract

Hansen moved to enter executive session to discuss a personnel matter. Seconded by Lamberton. Passed unanimously.

For the Select Board:

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Bethany A. Towne