



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

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

**Monday, October 3, 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.

APPROVED MINUTES

Call to Order

Chair Nelson called the meeting to order at 7:00 p.m.

Changes to Agenda

Public Comment

None.

Treasurers Report

The Treasurer reported that she has provided a reconciliation for retroactive pay and benefit for the Police Department if the Union Contract is ratified. This was included in the payroll information.

Five Year Plan for the Highway Department

Town Administrator Dana Hadley reviewed with the Board the work done to date on a Five Year Plan for the highway department. The Town received an inventory of Town culverts by a study done by the Central Vermont Regional Planning Commission. He presented a map giving locations and conditions of Town culverts. There is continuing work being done on ways to document costs for items such as paving, regrading, ditching, cutting brush etc. The highway superintendent will keep a log of the work being done in order to record this information. Resident Martin Kelley mentioned that it may be appropriate for the highway superintendent to input this information in a computer system. It is expected that the system be developed over this next few months.

Appointment to Sewer Commission John Charissaskis

The Board met with John Charissaskis of Addison Drive. Mr. Charissaskis expressed interest in a vacant position on the Sewer Commission. He moved to Vermont recently, currently he is the operations manager for Green Mountain Transit. He has been involved with several projects and has familiarity with the planning process, working with general contractors, architects, and engineers in addition to working with city and state level processes. He also has been involved in the restaurant business. He would like to serve the community.

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Lamberton moved to appoint John Charissakis to the Sewer commission. Second Kelley.

Union Contract Ratification

Hansen moved to ratify the Union Contract and sign the contract as presented. Second Lamberton.

Parking Ordinance

The Board reviewed the parking ordinance. The Town's current parking ordinance dates back to 1977. The chair suggested that the ordinance be included in the traffic ordinance.

Delinquent Tax Policy

The Town Treasurer spoke with the Board suggesting a few changes to the Delinquent Tax Policy.

Approval of Licenses, Permits, Vouchers, and Applications

Hansen moved to approve payroll warrant number 17-07 for September 18, 2016 – October 1, 2016 in the amount of \$35,535.70. Also accounts payable warrant 17-g-7 with checks 16494-16558 in the amount of \$130,856.34 and void check 16559. Also accounts payable warrant 17-w-7 with checks 10099-10105 for the water division in the amount of \$10,081.57. Also the August reconciled bank statement for the general fund. Seconded by Kelley.

Town Administrator Report

Hadley gave the Board an update on upcoming meetings. He is meeting with Mike Rushman the consultant for the Mall and Karla Nuissl, Chair of the Planning Commission to review what needs to be included in the updated master plan being mindful of the New Town Center Designation. The August ambulance report is available. The Town Fair for VLCT in on Wednesday and Thursday. The road superintendent and the administrator went to a class put on by VLCT on "Reasonable Suspicion". This will help to recognize signs that a commercial driver may be impaired by drugs or alcohol.

Approval of Previous Meeting Minutes

Lamberton moved to approve the minutes of September 7, 2016 with noted changes. Second Kelley. Vote 4-0

Abstention 1-Hansen

Hansen moved to approve the minutes of September 19, 2016 with noted changes. Second Lamberton.

Lamberton moved to approve the minutes of September 28, 2016. Second Kelley.

Vote 3-0

Abstentions 2-Hansen and Towne

Liquor Control Board

Hansen moved to suspend the Selectboard meeting and convene the Liquor Control Board. Second Towne

- Three Penny Taproom-Catering at IBEX Sale @ GRS Warehouse-36 Vast Lane

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Lambert recused himself from this discussion due to a conflict of interest. He is the landlord of the building where the sale is taking place.

Hansen moved to approve the liquor license for the IBEX sale taking place at 36 Vast Lane. Second Kelley.

Hansen moved to adjourn the Liquor Commission and reconvene the Selectboard. Second Kelley.

Easement for Connection to Berlin Water Company

Town Administrator spoke with the Board regarding the effort to obtain an easement in order to allow the water line to be connected to the Berlin Water Company Source. There has been discussion with two landowners who are considering easements. Selectboard Member Lambertson said that he has a different route that may be feasible and asked that Mark Youngstrom be asked to do a site visit.

Hansen that the Town of Berlin take back 29 ERUs from Henry Lague contingent on him providing an easement that allows the Town of Berlin access to the Berlin Water Company spring. Second Lambertson

Roundtable

No roundtable items were discussed.

Executive Session

Hansen moved to enter executive session to discuss two personnel matters. Second Lambertson.

Reconvene

Hansen moved to reconvene to public session. Second Lambertson

Police Officer Appointment

Hansen moved to appoint Kari Tucker of Barretown as a full time police officer. Second Kelley.

Adjourn

Lambertson moved to adjourn second Kelley.

For the Select Board:

Dana I. Hadley