



**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**

**Wednesday, September 7, 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. Hansen absent.

Changes to Agenda

Hadley asked to add a special event permit and catering request to the agenda. He also asked to have the alcohol policy approved at the last meeting signed and to move the six wheel dump truck topic to just after the Treasurer's report.

Public Comment

A resident raised concern about driveway culvert projects. He expressed other concerns about road conditions.

Treasurers Report

Town Treasurer Isabelle reported that the auditors will be on site next week and she is prepared for their visit.

Bank Financing for Six Wheel Dump Truck

A request was sent out for proposals on bank financing with the plan to borrow \$125,000 for 5 years to purchase a 2016 dump truck. Seven requests were sent out. There were four responses.

Community National Bank	1.375%
Merchants Bank	1.60%
Northfield Savings Bank	1.95%
Union Bank	1.39%

Community National Bank offered the lowest rate with one annual payment. Lambertson recused himself from the motion. Kelley moved to use Community National Bank for the new dump truck. Seconded by Towne. Passed 3-0.

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### Approval of Licenses, Permits, Vouchers, and Applications

Kelley moved to approve payroll warrant number 17-04 for August 7, 2016 – August 20, 2016 in the amount of \$39,002.24. Payroll warrant number 17-05 for August 21, 2016 – September 3, 2016 in the amount of \$35,509.21. Accounts payable warrant number 17-g-5 with checks 16403-16464 in the amount of \$329,515.23. Accounts payable warrant number 17-w-5 with checks 10090-10094 for the water division in the amount of \$104,008.52. Seconded by Towne. Passed unanimously.

### Chris Winters- Berlin Elementary School Renovations

Winters introduced himself and explained that he is on the school renovation study committee. He presented findings from the work they have done. The sub-committee was formed after receiving much feedback from the maintenance staff about repairs needed in the school. He highlighted the most essential repairs needed. They included new piping for the plumbing and ridding the building of asbestos. Replacing flooring, ceiling, and lights were also mentioned. Money has been set aside by the school board for new boilers which are currently being replaced but the duct work and controls also need updating. A bond to cover repairs was discussed. Costs to tax payers was discussed.

### Sandy Rousse- Pat McDonald- Central Vermont Home Health Hospice – Pilot Agreement

This appointment will be on September 19<sup>th</sup>.

### Officer Noterfonzo Resignation- Police Department

Hadley read a letter of resignation sent by Officer Noterfonzo. Lamberton moved to accept the resignation. Seconded by Towne. Passed unanimously.

### Appointment of Delegate for VLCT Annual Meeting

Lamberton moved to nominate Ture Nelson as delegate for the Vermont League of Cities and Towns Annual Meeting. Seconded by Towne. Passed unanimously.

### Emergency Medical Services Contract – for 2016-2019 with Possible Two Year Option

Hadley received the contract after the board approved the bid for emergency services at a previous meeting. Lamberton moved to sign the contract as written. Seconded by Kelley. Passed unanimously. There was a motion to edit the previous motion to allow the chair to sign the contract. Motion was seconded and passed unanimously.

### Personnel Policy- Update Section 804- Drug and Alcohol Free Workplace

Hadley provided the personnel policy. Towne moved to accept the policy. Seconded by Kelley. Passed unanimously.

### Parking Ordinance Update

Hadley has received questions about the parking ordinance which is from 1977. Hadley has had Chief Wolfe review it as well and he trimmed it. Hadley inquired as to whether or not it is adequate and received a response that it is. Hadley expressed concern that it may not be realistic because it bans parking on the street for the entire town. Hadley to continue revisions.

Special Event Ordinance

Lamberton moved to approve the application and waive the fee contingent upon proof of insurance and police department approval. Seconded by Kelley. Passed unanimously.

Town Administrator Report

Hadley reported on meeting dates for boards and commissions.

The vendor for Friendship Park has said they will be there this week to finish the work at the park. Money has been held pending completion.

Hadley reported on the water system which is operating smoothly and provided high praise of the operators.

The sewer commission has put a request for proposals for replacement of a section of the gravity sewer on 302.

The league sent a toolkit for holding a candidate forum.

Approval of Minutes of Previous Meeting- 07/18/2016 & 08/15/2016

Lamberton moved to approve the minutes of the July 18 meeting as printed. Seconded by Towne. Passed unanimously.

Lamberton moved to approve the August 15 minutes as printed. Seconded by Kelley. Passed unanimously.

Convene- Liquor Board- Approval of Special Event Permits

Towne moved to adjourn the selectboard and open the liquor control board. Seconded by Kelley. Passed unanimously.

- Burlington Beer Company for event at Fresh Tracks Vineyard and Winery
- Black Krim Tavern for Event at Capital Grange
- Three Penny Taproom to cater an event at the Grange

Towne moved to approve all three permits. Seconded by Lamberton. Passed unanimously. Towne moved to adjourn liquor control board and reconvene the select board. Seconded by Kelley. Passed unanimously.

Round Table

Nelson brought up that there are blankets and cots that Wanda would like stored.

Kelley discussed the light in front of Price Chopper on Route 302. There are three lights for the two lanes which is causing confusion. He discussed an accident in which a vehicle ended up in the river. The timing for the lights on all of 302 was discussed.

Executive Session

Kelley moved to find that premature general public knowledge of the proposed Union Contract between the Town of Berlin and Chauffeurs, Teamsters, Warehousemen and Helpers Union No. 597 will clearly place the town at a substantial disadvantage by disclosing negotiation strategy. Seconded by Lamberton

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Kelley moved to enter executive session to discuss the Union Contract between the Town of Berlin and Chauffeurs, Teamsters, Warehousemen and Helpers Union No. 597 pursuant to :1 V.S.A. §313(a)(1).  
Seconded by Lamberton.

The Selectboard reconvened in public session.

Motion Kelley to adjourn second by Towne.

For the Select Board:

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Bethany A. Towne