

TOWN OF BERLIN, VERMONT
Policy on Use of Town Vehicles

I. Policy Objectives

The primary objectives of the Town of Berlin's policy on the use of Town vehicles are as follows:

1. To establish rules and procedures for the use of town vehicles, and
2. To limit the Town's liability related to the use of town vehicles.

II. Prohibited Activities in Use of Town Vehicles

The following activities are strictly prohibited in town vehicles:

1. The smoking or chewing of tobacco products,
2. The possession or use of fire arms or other weapons (except by certified law enforcement personnel), and
3. The possession or consumption of alcohol or nonprescription drugs.

III. Use of Town Vehicles

Town vehicles are to be used by employees for the purpose of conducting Town business. Occasional, brief, and appropriate personal use of Town vehicles is permitted, provided it is consistent with this policy and does not interfere with an employee's job duties and responsibilities.

Town vehicles shall not be use by an employee for any outside employment activity.

Use of vehicle town vehicles shall be limited to Town employees.

Town employees shall operate all town vehicles in accordance with all local, state and federal laws (with the exception of certified law enforcement officers performing their required duties, and in accordance with the police department's policies and procedures).

All town vehicles shall remain at the town office or town garage during an employee's pre-established vacation time.

All operators of town vehicles shall hold a valid drivers license and not be under any special conditions or restrictions.

TOWN OF BERLIN, VERMONT
Policy on Use of Town Vehicles

V. Inconsistent Policies Repealed

This Policy shall amend and replace any provisions of any Policy of the Town of Berlin in effect at the time of enactment of this Policy governing any activity included in this Policy.

VI. Severability

If any section, subsection, subdivision, paragraph, sentence, clause, or phrase of this Policy, or any part thereof, is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Policy or any part thereof.

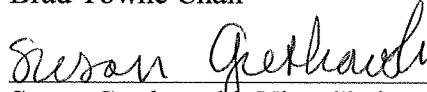
VII. Effect

No section of this Policy shall be construed to supersede or replace any Vermont statute. This Policy shall be entered in the Minutes of the Select Board's meeting and be incorporated in the Town's Administrative Code.

The foregoing Policy is hereby adopted by the Select Board of the Town of Berlin, Vermont, this day of November 16, 2009 and is effective as of this date until amended or repealed.

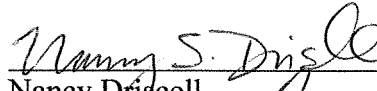


Brad Towne Chair

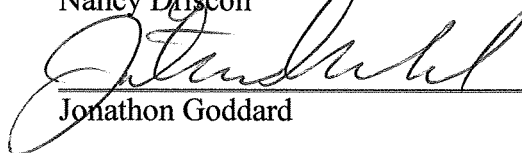


Susan Gretkowski, Vice Chair

Roberta Haskin, Secretary



Nancy Driscoll



Jonathon Goddard