



BOARD OF SELECTMEN / BOARD OF ASSESSOR
Meeting Minutes
November 1, 2016
6:30pm

Call to Order

Chair Wright called the meeting to order at 6:30pm.

I. Roll Call and Pledge of Allegiance

Board Members Present: Chair Thomas Wright, Selectman Edward Ganiere, Selectman Mark Pendergast and Selectman Joshua Plante.

Staff Members Present: Town Manager Stephen Eldridge, and Town Clerk Patricia Murray.

II. MINUTES

a. Minutes from BOS regular meeting October 18, 2016.

Motion: Selectman Ganiere moved to accept the October 18, 2016 minutes as written. Selectman Plante seconded the motion.

The motion carried unanimously: 4-0

III. FIRST PUBLIC COMMENT

Chair Wright asked if any members of the audience had comments. There were no public comments.

IV. PUBLIC HEARING

None.

V. REPORTS OF COMMITTEES

a. BCTV Committee

None.

b. Envision Berwick Committee (EBC)

Mr. Frank Underwood, EBC, spoke. He stated that on Election Day, November 8th, EBC will have a table in the Town Hall lobby for questions/answers and committee sign up. Mr. Underwood also reported that the Recreation Sub-committee has completed the Recreational Survey which is available on the Town's website and will also be available at the information table on Election Day. Mr. Underwood commented that EBC does not want to lose sight of the PSNH parcel and the MS4 project. Town Manager Eldridge stated John Stoll, Town Planner, will coordinate this. Mr. Underwood noted the Christmas Parade is being coordinated through the Recreation Department and they will need to put a call out for a tree. He also noted the Winter Farmer's Market begins November 20th. He also reported the Technical Advisory Committee met regarding the Brownfields and the meeting is on BCTV.

Mr. Paul Boisvert spoke. The ice rink will be installed at the basketball court. They have received 100 sandbags which will be used to fill in the bottom of the backboards on the deep side of the rink. They will need volunteers to help fill the sand bags. They are in the process of getting sand. Volunteers will need a shovel and a good back! Please contact EBC or the Town for information. The rink should be ready in the beginning of December. Selectman Pendergast offered sand. Mr. Boisvert will follow up.

VI. APPOINTMENTS/PRESENTATIONS/OTHER GUESTS

None.

VII. UNFINISHED BUSINESS

a. Pay as You Throw Program/Recycling Committee

Town Manager Eldridge reported that a meeting will be scheduled this month. He has added one additional member to the committee. He is also meeting with Eco Maine regarding waste removal.

VIII. TOWN MANAGER REPORT

Town Manager Eldridge reported the following:

- Prime Tanning Site: The Technical Advisory Committee met last week. Phase 1 will be concluded by the end of November. Phase 2 will commence with the available funding. The budget, according to Credere, is \$500,000.00 short. The staff contacted Southern Maine Planning for additional funding. DECD does not have available funding. Mr. Eldridge has informed Mr. Kehaya of the budget shortage but has not heard back from him. Mr. Eldridge spoke to the NH developer who will be speaking with Mr. Kehaya. Mr. Eldridge stated he has heard from several brewers and one is ready to commit. There is a meeting on Tuesday with the brewer. Mr. Eldridge stated he needs a response from Mr. Kehaya and if one is not forthcoming he will meet with the lawyers.
- Water Department: The rain has helped. The manganese levels have been at .05 leaving the plant.
- Ridlon and Diamond Hill bridges: Town Manager Eldridge received cost estimates to replace the decking on the bridges. The estimates are extremely costly. He will be meeting with DOT Engineer, Jim Foster next week.
- Election: November 8th. Polls open from 6am to 8pm. The Town Clerk will be available on Wednesday, 11/2/2016 from 5pm to 7pm and Thursday 11/3/2016 from 6pm to 8pm for absentee voting and voter registration. Absentee voting is available until November 3rd, after that date a special circumstance must be present to vote absentee.
- Auditorium windows: this project is on hold until spring 2017.
- Clock tower: The contractor will start the project on the 8th or 15th of November.

IX. SELECTMEN COMMUNICATIONS

a. 2016 Valuation Return – needs BOS signatures

The Board signed the 2016 Valuation return.

X. APPROVAL OF WARRANTS

10/20/2016	A/P Warrant #1716	\$ 91,407.96
10/20/2016	Water Warrant #0716	\$ 4,684.08
10/27/2016	Payroll Warrant #1717	\$ 42,144.17
10/27/2016	A/P Warrant 1717	\$ 88,489.76
10/27/2016	Water Warrant #0717	\$ 4,788.29
11/03/2016	Payroll Warrant #1718	\$ 47,012.84

Motion: Chair Wright made a motion to accept the Accounts Payable Warrants as presented. Selectman seconded the motion.

The motion carried unanimously: 4– 0.

XI. NEW BUSINESS

a. Social Media Policy

Town Manager Eldridge reported he has been working on the policy for the last six months. The Police and Fire departments have a policy in place. Mr. Eldridge expressed the importance for having a town wide policy for Social Media. He introduced the Social Media Policy, The Release of Information Policy, the Employee Conduct Policy and the Town Guidelines for the Use of Social Media.

Motion: Selectman Plante made a motion to accept the Social Media Policy, The Release of Information Policy, the Employee Conduct Policy and the Town Guidelines for the Use of Social Media as presented with the revision to The Employee Conduct Policy to replace “firefighter” with “employee” on number 7. Selectman Ganiere seconded the motion.

The motion carried unanimously: 4 – 0.

XII. QUITCLAIM DEEDS AND/OR INSTALLMENT CONTRACTS

a. Quitclaim deed Map R041 Lot 020-00B-000

Motion: Chair Wright made a motion to accept the Quitclaim Deed request for Map R041 Lot 020-00B-000. Selectman Plante seconded the motion.

The motion carried unanimously: 4 – 0.

XIII. ABATEMENTS/SUPPLEMENTS

a. Abatement request for Map R069 Lot 002-MH, 340 Blackberry Hill Road

Motion: Selectman Plante made a motion to accept the Abatement request for Map R069 Lot 002-MH. Selectman Ganiere seconded the motion.

The motion carried unanimously: 4 – 0.

b. Abatement request for Map R037 Lot 006, 119 Cemetery Road

Motion: Selectman Ganiere made a motion to accept the Abatement request for Map R037 Lot 006. Selectman Plante seconded the motion.

The motion carried unanimously: 4 – 0.

c. Abatement request for Map R042 Lot 008, 38 Butler Ave

Motion: Selectman Plante made a motion to accept the Abatement request for Map R042 Lot 008. Selectman Ganiere seconded the motion.

The motion carried unanimously: 4 – 0.

d. Abatement request for Map R042 Lot 007, 37 Butler Ave

Motion: Selectman Ganiere made a motion to accept the Abatement request for Map R042 Lot 007. Selectman Plante seconded the motion.

The motion carried unanimously: 4 – 0.

e. Abatement request for Map R036 Lot 004-62, 62 Pine Hill MH Park

Motion: Selectman Plante made a motion to accept the Abatement request for Map R036 Lot 004-62. Selectman Ganiere seconded the motion.

The motion carried unanimously: 4 – 0.

XIV. SECOND PUBLIC COMMENT

Chair Wright asked if any members of the audience had comments. There were no comments.

XVI. EXECUTIVE SESSION

Motion: Chair Wright made a motion to enter into Executive Session per MSRA Title 1 §404(6)(C) – Discussion of Real Estate, Economic Development. Selectmen Plante seconded the motion.

The motion carried unanimously: 4 – 0.

The Board entered into Executive Session at 6:57pm.

The Board resumed its regular meeting at 7:30pm. Chair Wright noted no actions were made during the Executive Session.

XVII. OTHER BUSINESS/NON-AGENDA ITEMS

None.

XVIII. ADJOURNMENT

The Meeting adjourned at 7:30.

Respectfully submitted,

**Patricia Murray
Town Clerk**

**The November 1, 2016 BOS Meeting Minutes – Signed as approved at the Board of Selectmen’s
November 1, 2016 Meeting.**

On behalf of the Board
