



BOARD OF SELECTMEN / BOARD OF ASSESSOR
Meeting Minutes
November 10, 2015
6:30pm

Call to Order

Vice Chair Robert Crichton called the meeting to order at 6:30pm.

Roll Call and Pledge of Allegiance

Board Members Present: Vice Chair Robert Crichton, Selectmen Mark Pendergast, Selectmen Edward Ganiere, and Selectmen Joshua Plante.

Absent: Chair Thomas Wright

Staff Members Present: Town Manager Stephen Eldridge and Interim Town Clerk Lynn Shearer

Approval of Minutes from October 20, 2015

Selectmen Ganiere moved to accept the minutes as written and Selectmen Plante seconded.

The motion carried unanimously: 4 - 0

First Public Comment – None

Reports of Committees

BCTV – Coordinator Timothy Cremmen reported that BCTV will be mailing out a questionnaire to all property owners. This will help the committee get ready for contract negotiations with Comcast. Moving forward, all BCTV programs will be available through BCTV Facebook page or BCTV website. Mr Cremmen stated that they will be moving all remaining programs from pegcentral, to their Facebook page and BCTV website. BCTV will be covering the Veterans' Ceremony at the Lords Cemetery at 11am, November 11, 2015.

Riverfront Update – Frank Underwood reported that the committee will be working on ADA and erosion in their upcoming meeting. The committee has received permission to cut and remove debris from the river without a permit as long as they do not disturb the river.

Envision Berwick Committee (EBC) – Frank Underwood stated they have a meeting this Thursday, November 12th at 5:30pm. They will be going over the Charrette's that Workforce Housing put together and working on "What is a TIF?" The committee will also be putting together a Q & A for "What is a TIF?". Mr Underwood reported that a teacher from the High School got in touch with him and wanted to use the surveys that EBC had mailed out to all property owners in his Civics Class. More than 50 slogans have been submitted, EBC will be working through them to come up with a short list to choose from.

The Christmas Tree selection is moving forward. We have looked at two so far with two others to be looked at shortly. The Town should be all set for the next couple of years. Selectmen Pendergast inquired about purchasing a live dwarf tree, we could get the height and width that would fit in front of the Town Hall. There was some discussion, and this will be looked into. Tree lighting is scheduled for Saturday, Dec 5th at 4:15pm following the Berwick Parade that will start at 3pm. A craft fair will be held at the Town Hall from 9AM – 2:30PM.

Brownfields meeting is scheduled for this Thursday, November 12th at 3pm with the engineers – public is welcome.

Six Farmers Markets have been scheduled, the first one will be this coming Sunday, November 15th from 10AM – 1:30PM. They will continue thru April being held on the third Sunday of each month.

The Historical Society meeting is scheduled for Wednesday, November 18, 2015 at 7PM – the public is welcome.

Mr Underwood said that he has had some interest in getting the clock to work that is above the Town Hall. He believes that the last time it was operational was in 2005 or 2006. The EBC would be willing to take look it this. Mr Eldridge stated that he has spoken with an individual and will be looking into this.

Unfinished Business

Envision Berwick Committee (EBC) – Frank Underwood would like to have Eversource Energy (formerly New Hampshire Public Utilities) do the appraisal on the parcel of land by the river. Appraisal will be under \$2,500. EBC will be paying the invoice. Then in the future a P & S will be able to be written on the 2.7 acres of land.

The Board of Selectmen unanimously approved to have Eversource Energy do the appraisal. 4 – 0.

Appointment / Presentation / Other Guests

MSAD #60 School Board Member Appointment of Kelly Smith. He will be filling the vacant position of Ryan McCabe. The position will be until May 2016. Mr Smith resides at 32 Tyler Lane and has children attending MSDA #60. He has coached various sport team and currently is a Middle School Football Coach.

Motion: Selectmen Ganiere made a motion to accept Kelly Smith to fill the vacant MSAD #60 School Board Member position until May 2016. Selectmen Pendergast second the motion.

The motion carried unanimously: 4 – 0.

Communications

Vice Chair Crichton read an email from Planning Board member – Nichole Fecteau to have the Selectmen’s Meeting Room be re-named to the “Burgess Room”. In honor of Judith Burgess who will be stepping down her position on the Planning Board at the end of this year. Ms Burgess has served the Town of Berwick in various rolls, including working for the Town and serving on the Planning Board for many years.

Motion: Selectmen Plante made a motion to re-name the Selectmen’s Meeting Room to the “Burgess Room”. Selectmen Pendergast second the motion.

The motion carried unanimously: 4 – 0.

Town Manager Eldridge informed the BOS that the paving is completed except for Diamond Hill Road, this road is on hold and it might require an engineer. Striping is forth coming. The job finished under budget, due to not paving Diamond Hill Road. Funds will remain in the account for next year.

Town Manager Eldridge informed the BOS that residences are able to pay their taxes and water bills on-line starting this week. All they need to do is go to the Town of Berwick's website. The new phone system is moving forward. New lines are being run and should be completed shortly.

The Town of Berwick will be closed Wednesday, November 18th all day for staff training. All Town of Berwick employees plus others from the committee will be attending. The total count is around 60. Training will be held at Noble High School from 8:30 – 4:30pm.

Approval of Account Payable Warrants

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|-------------------|------------------------------|---------------------|
| 10/20/2015 | A/P Warrant #1617 | \$119,962.81 |
| 10/22/2015 | Water Warrant #0617 | 6,817.95 |
| 10/29/2015 | Payroll Warrant #1618 | 46,862.91 |
| 10/29/2015 | A/P Warrant #1618 | 55,699.30 |
| 10/29/2015 | Water Warrant #0618 | 5,919.20 |
| 11/05/2015 | Payroll Warrant #1619 | 43,984.68 |
| 11/05/2015 | A/P Warrant #1619 | 696,921.88 |
| 11/05/2015 | Water Warrant #0619 | 278.99 |
| 11/12/2015 | Payroll Warrant #1620 | 46,522.56 |

Motion: Selectmen Ganiere made a motion to accept the Accounts Payable Warrants as presented, Selectmen Plante second.

The motion carried unanimously: 4 – 0.

New Business

Election Results from November 3, 2015 voting. Interim Town Clerk Shearer reported that a total of 618 voted, which was 12%. Question 1: Citizen Initiative results were Yes - 276 / No – 339 / Blank - 3; Question 2: Bond Issue (Elderly Housing) results were Yes – 422 / No – 195 / Blank – 1 and Question 3: Bond Issue (Highways & Bridges) results were Yes – 436 / No – 179 / Blank – 3.

Property Bid Opening. Vice Chair Crichton reported that the Town only received one bid on the Tax Acquired Property and none on the Equipment Bids, the policy states that 3 bids are required to move forward. The BOS decided to have both the Tax Acquired Property and the Equipment Bids be reposted and open at a later meeting.

Board of Selectmen decided to hold its regular meeting on November 17, 2015.

Town Manager Eldridge informed the Board of Selectmen that Credere Associates LLC provided a contract with the breakdowns as the Board requested in a previous meeting.

Motion: Selectmen Ganiere made a motion to accept Credere Associates LLC contract as provided. Selectmen Pendergast second.

The motion carried unanimously: 4 – 0.

Quit Claim Deeds and / or Installment Contracts

Motion: Selectmen Ganiere made a motion to accept the Quit Claim Deed for 2011, 2012 & 2013 Tax Liens for R060 / 010-00C-1MH. Selectmen Pendergast second.

The motion carried unanimously: 4 – 0.

Motion: Selectmen Ganiere made a motion to accept the Quit Claim Deed for 2013 Tax Lien for U003 / 034 to release the Town's interest. Selectmen Pendergast second.

The motion carried unanimously: 4 – 0.

Motion: Selectmen Ganiere made a motion to accept the Quit Claim Deed for 2013 Tax Lien for U003 / 034 to release the Town's interest in the parcel by virtue of the Land Purchase Installment Contract. Selectmen Plante second.

The motion carried unanimously: 4 – 0.

Second Public Comment – None.

Executive Session

Motion: Selectmen Ganiere made a motion to go into Executive Session under M.R.S. – Title 1 §405(6) (D). Selectmen Plante second.

The motion carried unanimously: 4 – 0.

The Meeting adjourned at 7:45pm

The November 10, 2015 BOS Meeting Minutes – Signed as approved at the Board of Selectmen's November 17, 2015.

On behalf of the Board



Vice

~~Chair Thomas Wright~~