



BOARD OF SELECTMEN / BOARD OF ASSESSOR
Meeting Minutes
December 15, 2015
6:30pm

Call to Order

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

Roll Call and Pledge of Allegiance

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

Staff Members Present: Town Manager Stephen Eldridge, Interim Town Clerk Lynn Shearer, Town Planner John Stoll and New Town Clerk Patricia Murray

Guests: Rip Patton of Credere LLC

Approval of Minutes from December 1, 2015

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

The motion carried unanimously: 4 – 0 - 1. Selectmen Pendergast was not present for the December 1, 2015 meeting.

First Public Comment – None.

Public Hearing

Town Planner John Stoll explained that the Town will be applying for a new Brownfields Grant for 2016; which will be for three additional lots totaling \$600,000 (\$200,000 for each lot). He introduced Rip Patton of Credere LLC, Mr Patton spoke about what is currently being done with the grant funds the Town received earlier this year – this was for lots 4, 5 & 6. He explained that on the existing surveyed maps some of the lots lines were not matching up to the existing boundaries. Civil Consultants of South Berwick, Maine have been amending and marking the surrounding area where each of the lot lines exists. As the grant is for only certain lots, EPA approval will be granted.

Mr Patton spoke about going through the buildings this winter and locating where the hazardous materials might be located to be ready when the bidding goes out. Clean-up will be in three phases – Phase 1 will be abating the asbestos and removal of the buildings; removal of slabs and looking under to see what is exactly there; will be in the spring, once the snow has melted. Over the years the former Prime Tanning buildings has had 30 different additions. Phase 2 will be source area and removal of hides (there is a contingency fund in the budget to cover this) and Phase 3 will be covering the remaining residual contaminated soil. This will be done by soil covering system, pavement or concrete covering.

Mr Patton stated that it is still important to communicate with any interested parties or come up with different usages over the next 6 months. This will put the Town in a better position to be moving forward.

Rip Patton of Credere Engineering, LLC presented the application for 3 Brownfields Grants in Berwick, ME at the following locations: Tax Map U-4, Lot 146-1; U-4, Lot 146-2, 3, & 7; and U-4, Lot 133. All of these grants are for property associated with the former Prime Tanning Site. Rip Patton answered the questions below at the public hearing.

1.) Selectman Mark Pendergast: Why do you need to remove slabs of concrete if you are just going to put up a new building?

Answer: We have to remove the buildings/concrete in order to access the soil in order to investigate/remediate. Residual contaminated soil can remain in place. We want to remove source areas that are causing other contamination.

2.) Selectman Joshua Plante: Do you feel confident that there are enough additional sources of funding to cover additional costs not covered by the Brownfields Grants?

Answer: There are other sources of funding through Southern Maine Planning and Development to cover those additional costs.

3.) Selectman Joshua Plante: Do you have any understanding of how much soil contamination there is on the site?

Answer: I would estimate 400 tons of contaminated soil needs to be removed.

4.) Selectman Mark Pendergast: Where does that (the contaminated soil) go?

Answer: A turnkey landfill in Rochester, NH. If the soil fails a certain analysis it must be disposed of out of state.

5.) Selectman Mark Pendergast: It can't be incinerated on site?

Answer: The scale you would need to justify the costs wouldn't be enough.

6.) Selectman Robert Crichton: Can demolished buildings be ground up and used for fill?

Answer: That is a possibility and one of the options that we are analyzing but I don't have an answer at this time.

7.) Selectman Mark Pendergast: As you're going to do this are we going to run water and sewer lines to the buildings? Once you pave it are we just going to dig it up again to put those in place?

Answer: We have it sequenced so that the project is phased to hold the final cover system until the end use is decided. We've taken that into consideration.

8.) Selectman Mark Pendergast: Will the site be fenced?

Answer: It's fenced now and we will maintain the fence. When buildings come down fences will be erected to prevent entry into the site.

9.) You mentioned other sources of funding for these projects, how does that work?

Answer: There are two sources of funding; one is through Southern Maine Planning and Development. They receive an annual allocation of funds to sub grant out. SMPDC also has over 3 million in loans that they can help the Town with. We feel that additional funding could be acquired within six months. The longest time frame would be within a year.

10.) Paul Boisvert, Berwick Planning Board: If the "paper" subdivision needs to be amended how will that process work, does it need to be recorded in Alfred?

Answer: A new proposed subdivision will be delivered to the Planner for Planning Board review on January 7, 2016. The subdivision lot lines are being adjusted to line up with existing building walls on the site.

11.) Selectman Mark Pendergast: Are we looking at over a year for the first phase?

Answer: Site assessment and building demolition could be completed by the end of the summer, but the final use determination could take longer. So the 3rd phase could be a longer process.

Reports of Committees

BCTV – Chair Terri Wright reported the following:

- ~ New meeting date will be scheduled for the second Monday of every month at 6pm. Meeting will be open to the public.
- ~ Public Form for the upcoming Comcast negotiations is scheduled for March 15, 2016 during the BOS meeting and during the Town Meeting in May 2016. Information flyer will be available throughout the Town and electronically.
- ~ Setting new goals for the upcoming year and the next five years; until 2020.
- ~ Setting up a monthly electronic newsletter.
- ~ Reaching out to the Noble High School for anyone who might interested in sitting on the committee and being the liaison.
- ~ Looking into moving the studio and making sure that it is handicap acceptable.
- ~ Setting up an on-demand feed which will allow the programs to be available on-line.
- ~ Will be replacing the tri-caster with a new switcher within the next 6 months.
- ~ Have been working on the budget.
- ~ Received about 50 Comcast surveys back, with less than 12 from on-line.

Selectmen Plante mentioned that BCTV might look into interviewing each of the BOS members, giving the public some background on who each of the members are. Chair Wright explained that the Noble High has a studio that would work, they also have a cable station; unfortunately it is with Time Warner.

Envision Berwick Committee (EBC) – Frank Underwood reported that the Christmas Tree is up and lit. There is a small plaque in front explaining who donated the tree.

The account has been set-up for The Town of Berwick Community Center and the \$1,000 donation has been received. The Environmental Assessment is moving forward.

EBC will be coming before the BOS shortly with the town slogan. They received over 140 responses.

Continuing to meet with interested parties on the former Prime Tanning area. Workforce Housing Collation will be submitting their findings at EBC meeting on January 12, 2016. There was dialog about advertising other interested parties.

Mr Underwood stated that now that EBC is responsible for funding, they will be including a business meeting format during the regular meeting and will reporting to BOS monthly to keep them abreast.

Farmers Market will be this coming Sunday, December 13, 2015 at the Town Hall.

Paul Boisvert reported that EBC has been in touch with Great Works Regional Land Trust and have been working on creating ski and snowshoeing trails. Trails will not be groomed, but are cleared of debris. There are several loops; with parking available.

Riverfront Update – Received permits from DEP to start Phase 2 & 3. Committee continues to meet the 3rd Wednesday of each month. Fund raising is continuing.

Appointment / Presentation / Other Guests

Patricia Murray was introduced as the new Town Clerk; she comes from New Hampshire with experience as Town Clerk in Franconia, New Hampshire and most recently in Concord, New Hampshire in the Planning Department for 2½ years. She is very excited about moving to Maine as she has family in Biddeford.

Chair Wright stated there were four appointments for Joseph Rouselle – Code Enforcement Officer; Land Use Code Enforcement Officer; Building Inspector and Plumbing Inspector.

Motion: Vice Chair Crichton made a motion to accept Joseph Rouselle as Code Enforcement Officer; Land Use Code Enforcement Officer; Building Inspector and Plumbing Inspector with his terms expiring December 31, 2016. Selectmen Pendergast second the motion.

The motion carried unanimously: 5-0.

Board of Appeals Appointments – Chair Wright stated there were two re-appointments for John Campbell and Diane Morrill with terms expiring December 31, 2018 and one appointment as Alternate Member of the Board of Appeals for Patricia Boisvert.

Motion: Selectmen Ganiere made a motion to accept John Campbell as Regular Member of the Board of Appeals with his term expiring December 31, 2018. Selectmen Plante second the motion.

The motion carried unanimously: 5 – 0.

Motion: Selectmen Ganiere made a motion to accept Diane Morrill as Regular Member of the Board of Appeals with her term expiring December 31, 2018. Selectmen Plante second the motion.

The motion carried unanimously: 5 – 0.

Motion: Vice Chair Crichton made a motion to accept Patricia Boisvert as Alternate Member of the Board of Appeals with her term expiring December 31, 2016. Selectmen Pendergast second the motion.

The motion carried unanimously: 5 – 0.

Coast Board of Directors and Southern Maine Planning Development Appointments – Chair Wright stated that these are re-appointment for John Stoll with both terms expiring December 31, 2016.

Motion: Selectmen Ganiere made a motion to accept John Stoll as Coast Board of Director with his term expiring December 31, 2016. Selectmen Plante second the motion.

The motion carried unanimously: 5 – 0.

Motion: Selectmen Ganiere made a motion to accept John Stoll as Southern Maine Planning Development board member with his term expiring December 31, 2016. Selectmen Pendergast second the motion.

The motion carried unanimously: 5 – 0.

Unfinished Business

Opening Equipment Bids – Vice Chair Crichton opened the following bids:

~ Matt Scruton	1994 Backhoe	\$6,529.99
~ Philp Lemay	1994 Backhoe	\$5,150.00

~Justin Shaw	1994 Backhoe	\$2,150.00
~ Unlimited Autoworks	1994 Backhoe	\$1,000.00
~ Barry Moses	2004 Expedition	\$1,234.56
~ Matt Scruton	2004 Expedition	\$625.00
~ Unlimited Autoworks	2004 Expedition	\$575.99
~ Unlimited Autoworks	1992 Dump Truck	\$500.00
~ Matt Scruton	1992 Dump Truck	\$752.55
~ Matt Scruton	2001 Chevy Silverado	\$529.55
~ Monique Shapleigh	2001 Chevy Silverado	\$1,000.00

Motion: Selectmen Ganiere made a motion to accept Matt Scruton’s bid for the 1994 Backhoe in amount of \$6,529.99. Selectmen Pendergast second the motion.

The motion carried unanimously: 5 – 0.

Motion: Selectmen Ganiere made a motion to accept Barry Moses’ bid for the 2004 Expedition in the amount of \$1,234.56. Selectmen Pendergast second the motion.

The motion carried unanimously: 5 – 0.

Motion: Selectmen Pendergast made a motion to accept Matt Scruton’s bid for the 1992 Dump Truck in the amount of \$752.55. Selectmen Ganiere second the motion.

The motion carried unanimously: 5 – 0.

Motion: Selectmen Ganiere made a motion to accept Monique Shapleigh’s bid for the 2001 Chevy Silverado in the amount of \$1,000.00. Selectmen Pendergast second the motion.

The motion carried unanimously: 5 – 0.

Communications

Town Manager reported that budgets will be due on Friday, December 19, 2015. Some have been turned in already, that will start the process with Maureen Finger, Finance Director and Mr Eldridge meeting with department heads.

Approval of Warrants

12/03/2015	A/P Warrant #1623	\$687,034.50
12/03/2015	Water Warrant #0623	6,340.95
12/10/2015	Payroll Warrant #1624	47,872.37
12/10/2015	A/P Warrant #1624	116,457.99
12/10/2015	Water Warrant #0624	1,637.98
12/17/2015	Payroll Warrant #1625	41,542.92

Motion: Chair Wright made a motion to accept the Payable Warrants as presented, Selectmen Ganiere seconded.

The motion carried unanimously: 5 – 0.

New Business

Town Planner John Stoll explained that he had received three bids on the Berwick Stormwater Improvement Project for 2016. Sevee & Maher Engineers, Inc (SME) was for \$28,700, Underwood was \$18,700 - \$34,000 and Ransom was \$21,280. Mr Stoll stated that Maureen Finger; Finance Director, Kristy Rabasca; Stormwater Consultant for the Town of Berwick and he all reviewed the bids. SME received two recommendations and one for Ransom.

Motion: Vice Chair Crichton made a motion to accept SME bid of \$28,700. Selectmen Pendergast second the motion.

The motion carried unanimously: 5 – 0.

Quit Claim Deeds and / or Installment Contracts

Chair Wright reported that the BOS needs to sign the Quitclaim Deed for Mr Harold Shaw who purchased the foreclosure property at R006/001 located on Litter River Road at the December 1, 2015 meeting.

Abatements / Supplemental - None

Second Public Comment

Ms Murphy had a question about the Town clock. Mr Eldridge gave an update that a company will be on site this Friday, December 18, 2015 to look into fixing the clock.

Discussion ensued regarding road maintenance.

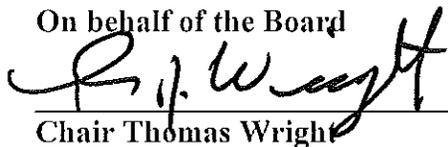
Executive Session - None

Other Business / Non-Agenda items - None

The Meeting adjourned at 8:15pm

The December 15, 2015 BOS Meeting Minutes – Signed as approved at the Board of Selectmen’s January 5, 2016 Meeting.

On behalf of the Board

A handwritten signature in black ink, appearing to read "R. J. Wright", written over a horizontal line.

Chair Thomas Wright