

**BOARD OF SELECTMEN/BOARD OF ASSESSORS
MEETING MINUTES
August 19, 2014**

I. CALL TO ORDER: p.m.

ROLL CALL: Selectman Crichton, Selectman Ganiere, Selectman Pendergast, Selectman Wright
ABSENT: Chairman O'Connor
OTHERS PRESENT: Town Manager Patrick Venne, Town Clerk Jo Anne Lepley, Chief Water Operator Chris Wisemann

PLEDGE OF ALLEGIANCE

II. APPROVAL & SIGNATURE OF MINUTES

Motion: It was moved by Selectman Wright and seconded by Selectman Pendergast to approve the August 5, 2014 BOS Meeting minutes.

The motion carried unanimously; 4 – 0.

III. PUBLIC COMMENT

Suzanne Sciora – Ms. Sciora was there to voice her concerns regarding a multiple resident building owned by Mr. Jerry Letarte. The Police Department has been called to the address on multiple occasions and complaints made, but there doesn't appear to be any enforcement of the recently adopted "Disorderly Housing" ordinance. Ms. Sciora and several other neighbors have met with the Police Chief and the Town Manager and the ordinance is being enforced, but it is hard to realize the results intended.

Tracy Connor – Ms. Connor spoke about the properties owned by Mr. Letarte that had failed state DHHS inspections.

Suzanne Sciora, Tracy Connor, Dawn Andrews, John Caliri, Jennifer McKinney and Dennis Dupuis – All of these residents spoke about the bed bug issue that is known to exist in one of the buildings owned by Mr. Letarte and the seriousness of the issue for the entire town. Mr. Dupuis stated that he had spoken to the Police Chief and felt there should be a financial accounting of the time and research the Police Department did in gathering information for the State. The State did not respond to the case the Police Department put together.

IV. REPORTS OF COMMITTEES

a. BCTV Committee

Terri Wright – Ms. Wright stated that BCTV Coordinator Tim Cremen has been working on an inventory of the BCTV equipment for insurance purposes and that Mr. Cremen has office hours of:

Monday and Wednesday 4:30 p.m. – 8:00 p.m.
Saturdays 8:00 a.m. – 2:00 p.m.

Open House(s)

The first open house was held today for non-profits. There will also be an open house geared towards Town Departments and one for Volunteers and the Community.

Facebook Page

Mr. Cremen has started a BCTV Facebook page.

When asked about revenues from advertising, Ms. Wright explained that by law they could not.

b. Rec Committee Update

Recreation Director Kim Taylor – Ms. Taylor reported that 156 was the final enrollment number for Summer Camp.

Recreation Committee – The next Recreation Committee meeting will be September 11th at 6:30.

Fall Sports – Fall Sports are starting

Discount Tickets – Discount tickets for area attractions are still available.

Selectman Pendergast inquired as to whether there had been any further issues with the irrigation system at the field. Ms. Taylor stated that there had not.

c. Envision Berwick

Town Manager – The Town Manager informed the BOS that the first Envision Berwick meeting had occurred just prior to the current BOS meeting. The members present discussed roles and responsibilities, parameters, and what their role is within the confines of the Comprehensive Plan.

New Business, Item e - Discussion of Rate Increase Potential for Water Department Users

Chief Operator Chris Wisemann – Mr. Wisemann went over the reasons he felt warranted a rate increase. These included: Equipment wear and tear, increased cost of operations, infrastructure.

Sandy Bolotsky – Mr. Wisemann introduced Sandy Bolotsky who is an accountant who specializes in Maine PUC issues.

Ms. Bolotsky explained that the numbers she was using for tonight's meeting are not based on a complete rate analysis, but on some raw data supplied by Mr. Wisemann. Based on the rough numbers, she was suggesting an 11% rate increase. Ms. Bolotsky went over the process of a PUC rate case filing and felt there was plenty of time to have it in to take effect on January 1, 2015.

Motion: It was moved by Selectman Pendergast and seconded by Selectman Wright to have Ms. Bolotsky move forward to make a rate case.

The motion carried unanimously; 4 – 0.

Selectman Pendergast asked Mr. Wisemann if he remembered the conversation they had regarding wells. Mr. Wisemann stated that his research showed that it would be cheaper to build a new water plant verses digging wells.

V. APPOINTMENTS/PRESENTATIONS/OTHER GUESTS

a. Recognition of Jacob Burgess for his work on the Penny Pond Trail

Selectman Crichton presented Jacob Burgess with a plaque in recognition of his work on the Penny Pond Trail.

b. Recognition of Noah Binette as Categorical Winner of National History Day

Selectman Crichton presented Noah Binette with a plaque in recognition of his winning the State and then National contest.

c. Community Bedbug Concerns – This item was discussed previously under Public Comment.

VI. COMMUNICATIONS

a. Rochester Street Mailbox Placement & Orientation

From the Town's perspective, the new placement of the mailboxes on Rochester Street is an issue with the sidewalk snowplow. MDOT informed the Town Manager it is not their issue, but the Postal Service. The Town Manager contacted the Postal Service and was told the reason why the mail boxes could not be perpendicular (safety issues) and that it cannot be changed to a walking route because it is classified as rural under the Union Contract.

b. Prime Tanning Redevelopment Discussions

At the last meeting the Town Manager was directed to contact the Town's attorney Bryan Dench. Mr. Dench has been on vacation. There have been ongoing dialogue between Fund of Jupiter and management.

c. Joint Meeting Dates with School Board, South Berwick and Sewer District

The meeting with the MSAD #60 School Board has been scheduled for August 26, 2014 at 6:30 p.m.

The joint BOS/Sewer District meeting will take place on September 10, 2014. It will begin at 6:30 with a tour of the facilities and then continue at the BOS meeting room.

August 27, 2014 from 6 a.m. – 7 p.m. is the tentative date for the regionalization sub-committee meeting with South Berwick .

d. Town Hall Boiler RFP Process

The Town Manager stated that to get the project implemented as soon as possible, the bids have been split into two sealed bids: 1. qualifications and approach 2. Price/cost. The plan is to open the qualifications and approach bids on August 26th in the Town Manager's office and the price/cost bids on September 2, 2014 at the BOS meeting. This will allow Tim Nichols of AEC Engineering more time to review the relevant non-cost information and make his recommendation. The BOS can then open the cost/price bids at the September 2nd meeting.

NEW BUSINESS ITEM #a – Setting of Municipal Mil Rate/Tax Rate for FY 15

Motion: It was moved by Selectman Wright and seconded by Selectman Ganiere to set the FY 15 Mil Rate/Tax Rate at 15.90.

The motion carried unanimously; 4 – 0.

Selectman Pendergast asked if the BOS could keep the rate at 16.05. He was told that they could but the assessor and Town Manager recommend the 15.90.

VII. APPROVAL OF ACCOUNTS PAYABLE WARRANTS

A/P WARRANT	1506	\$1,120,577.45
WATER WARRANT	W1506	\$2,813.17
A/P WARRANT	1507	\$48,931.45
WATER WARRANT	W1507	\$1,274.30
PAYROLL WARRANT	1507	\$59,972.24
PAYROLL WARRANT	1508	\$45,317.09

Motion: It was moved by Selectman Wright and seconded by Selectman Pendergast to accept the Accounts Payable Warrants as presented.

The motion carried unanimously; 4 – 0.

VIII. QUITCLAIM DEEDS AND/OR INSTALLMENT CONTRACTS

a. Two Quitclaim Deeds for Tax Map R071, Lot 009

The two Quitclaim deeds are being requested for this property. The property is now current on taxes.

Motion: It was moved by Selectman Ganiere and seconded by Selectman Pendergast to accept the Quitclaim Deed for 428 Portland Street.

The motion carried unanimously; 4 – 0.

Motion: It was moved by Selectman Ganiere and seconded by Selectman Pendergast to accept the Quitclaim Deed for 428 Portland Street.

The motion carried unanimously; 4 – 0.

New Business Item #b – Signature of Assessor Return for County

Motion: It was moved by Selectman Ganiere and seconded by Selectman Pendergast to allow the Town Manager to sign the Assessor Return for County.

The motion carried unanimously; 4 – 0.

MSAD #60 Board Member Resignation

Motion: It was moved by Selectman Ganiere and seconded by Selectman Pendergast to accept the resignation of Samantha Grace from the MSAD #60 School Board.

The motion carried unanimously; 4 – 0.

The BOS instructed the Town Manager to send a letter of appreciation.

IX. Unfinished Business

a. Action on Truck Bids

Motion: It was moved by Selectman Pendergast and seconded by Selectman Ganiere to proceed with the staff recommendation of the Arundel Ford bid for an F250 Crew Cab and yellow V Plow for \$35,204.

The motion carried unanimously; 4 – 0.

b. Action on Backhoe Lease Bids

Motion: It was moved by Selectman Ganiere and seconded by Selectman Pendergast to accept staff recommendation of the Milton CAT proposal as financed over seven (7) years.

The motion carried unanimously; 4 – 0.

X. NEW BUSINESS

a. Setting of Municipal Mil Rate/Tax Rate for FY 15 – Item completed earlier

b. Signature of Assessors Return form for County – Item completed earlier

c. Potential Amendments to Municipal Land Use Fee Schedule

The Town Manager was instructed to bring back proposed changes to the Fee Schedule.

d. Proposal to Close Town Hall Customer Service Window for Half-Day Training – No longer necessary.

e. Discussion of Rate Increase Potential for Water Department Users – Item completed earlier

XI. Second Public Comment

Dave Dow – Mr. Dow wished to lodge a complaint that a New Hampshire resident was using the Transfer Station.

XII. Other Business/Non-Agenda Items - None

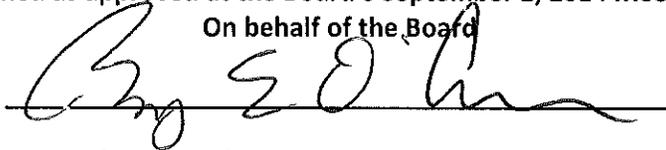
XIII. Potential Executive Sessions – None

XIV. Adjournment

Motion: It was moved by Selectman Wright and seconded by Selectman Pendergast to adjourn.
The motion carried unanimously; 4 – 0.

The meeting adjourned at 9:06 p.m.

The August 19, 2014 BOS Meeting Minutes
Signed as approved at the Board's September 2, 2014 Meeting
On behalf of the Board

A handwritten signature in black ink, appearing to read "Bryan O'Connor", is written over a horizontal line.

Bryan O'Connor, Chairman, Berwick Board of Selectmen