

BOARD OF SELECTMEN/ASSESSORS
Town of Berwick
October 16, 2012
APPROVED MINUTES

Meeting called to order at 6:31 P.M.

ROLL CALL: Chairman Haley, Vice Chair Murphy, Selectman Crichton, Selectman Ganiere and Selectman O'Connor

PLEDGE OF ALLEGIANCE: Chairman Haley led those present in the Pledge of Allegiance.

PUBLIC HEARINGS:

A. November 6th, 2012 Special Town Meeting Article Questions:

Chairman Haley opened the hearing at 6:34, no public comment. Chairman Haley closed the hearing at 6:34

B. Adopting Appendix C of the MMA General Assistance Ordinance:

Chairman Haley opened the hearing at 6:34, no public comment. Chairman Haley closed the hearing at 6:37. **Selectman Crichton moved to adopt Appendix C of the MMA General Assistance Housing Ordinance, seconded by Selectman Ganiere. 5/0**

APPROVAL OF MINUTES: **Selectman O'Connor moved to accept the minutes of 10/02/2012 seconded by Selectman Ganiere.**

Discussion: Selectman O'Connor stated that on page two should say alarm not tank. Chairman Haley stated that page three should be *his void*.

Selectman O'Connor moved to amend the original motion and approve the 10/02/2012 with the two amendments. Seconded by Selectman Crichton. 5/0

Selectman O'Connor moved to accept the October 9th, 2012 Executive Session Minutes, seconded by Selectwoman Murphy. 5/0

PUBLIC COMMENT:

Lana LaRochelle- Thanked the Planning Board past and present members on changing the Floodplain Management Ordinance.

Natalie Gould sent a letter to the Board asking to be a part of the Recreation Commission. Natalie is the Assistant Director of Recreation in Eliot and has a bachelor's degree in Recreation. **Selectman Crichton moved to appoint Natalie Gould to the Recreation Commission, seconded by Selectwoman Murphy, 5/0**

Chairman Haley moved to suspend the rules and move item B under New business to B under Communications, seconded by Ganiere. 5/0

COMMUNICATIONS:

A. Southern Maine Parent Awareness: Board agreed that this request should be reviewed in the next budget process. Interim Town Manager will give the letter to the new Town Manager.

B. Bid Award Fire Station Exterior Renovation: Jeff Alleva from Civil Consultants received the bids and opened/read the bids to the Board.

- Knowles Industrial Group-Gorham, ME \$29,883 total lump sum with all supporting documents enclosed with the bid.
- Audette Masonry- Gray, ME \$ 25,800 total lump sum with all supporting documents enclosed with the bid.

Chairman Haley asked Mr. Alleva if he could look over the bids while at the meeting and check if all supporting documents are included with the bid specifications. Board wants to get the project started as soon as possible, due to the weather being a concern of completing the project. Mr. Alleva viewed the documents and made the recommendation that the low bidder has all the documents and is suitable for the job.

Selectman O'Connor moved to approve unconditionally the low bidder, Audette Masonry to perform the Fire Department rehabilitation, seconded by Selectman Ganiere. 5/0

C. Legislative update by Representative O'Connor: Rep. O'Connor gave a presentation on Legislative changes on electric rates, gas prices, health insurance and general assistance. Chairman Haley would like Rep. O'Connor to set up a meeting with Joel from the State to discuss with the Board and new Town Manager on health insurance cost savings.

D. 2012 Municipal Valuation Return: *Selectman Crichton moved to sign off on the 2012 Municipal Valuation Return, seconded by Selectwoman Murphy. 5/0*

Chairman Haley mentioned an alleged squatter living in an abandoned trailer in the Town. Property is MAP R41, LOT 15-1. Interim Manager will talk with Code Enforcement Officer to investigate.

Bid opening for Contracted Plowing for the Town:

- *Lenny Tibbetts: Plow truck with wing using Town Materials \$75.00/HR*
- *Lenny Tibbetts: Pick-up truck \$55.00/HR*
- *Lenny Tibbetts: MACK Truck \$60.00/HR*
- *Lenny Tibbetts: Loader with push bucket \$100.00/HR*
- *Lenny Tibbetts: 4-wheel drive backhoe \$\$65.00/HR*
- *Guy & Sons Construction: \$68.00/HR with plow truck, wing and sander*

No action was taken with the opened bids

E. Discussion with Public Works Foreman on Winter Maintenance:

Board feels that there should be a comparison between what the town spends for fuel, salaries and truck repair versus the amounts the Town has received for bids. Will there be a cost savings to contract services or have the Town continue services. Chairman Haley would like route studies to determine the most efficient manner of plowing. Public Works Foreman states that right now he has a sufficient number of employees to plow in the event of a storm. Chair Haley would like the signs in Town fixed so they are straight. Received the additional 2 speed bumps, Board decided not to place because may receive inclement weather and be ruined.

- F. **Delivery of Fire Department Forestry Unit:** Truck should be delivered on the October 26th, 2012 from Blanchette.
- G. **Seacoast Shipyard Association:** Board received a letter thanking the Town for the donation of \$500.00

Board discussed changing the meeting on November 6, 2012 due to the Town Clerk will be running the election. Board decided to have the November 6th meeting on October 30th. Move the November 20th meeting to November 14th due to Thanksgiving week.

Selectman Ganiere would like the Board to switch the first Tuesday of the month meeting due to he has a conflict with that time, he is the Vice President of the American Legion and would like to attend those meetings. Selectman Ganiere said his first priority is Town business. No action was taken.

Interim Manager handed out first quarter financials from the Finance Director for the Board to review. Chairman Haley asked the Interim Manager to make this an agenda item for the October 30th meeting.

Approval of Accounts Payable Warrants:

TW 1314 \$ 595,401.04

PR 1314 \$ 38,304.97

TW 1315 \$ 205,321.41

PR 1315 \$ 35,895.50

Selectwoman Murphy moved to accept the warrants as presented, seconded by Selectman Crichton. 5/0

Reports of Committees: Selectman Crichton stated the front steps are complete and the contractor has been paid. Contractor will return in May to put 3 on the coats of sealer.

Unfinished Business:

- A. **Sign off on Outside Detail Policy:** Board signed the Policy and Interim Manager will place in policy books.
- B. **Other:** Last meeting Board asked about ICMA contributions for the Police Department: July 2008 Board changed retirement packages. Changed Police officers to 20 year retirement. Town will match one retirement package not two. Police can contribute to ICMA with no match.
- C. Selectwoman Murphy would like Interim Manager look into the percentages that the Town matches for non-police employees.
- D. Peter Perri asked at the last meeting did the paving company have a Bond. The paving company did not. The Town paid only when the work was completed.
- E. Chairman Haley received a call from Peter Finley, the individual selected to perform the Fire Department study will have a field visit on November 8th, 9th and 10th.

New Business:

- A. **Berwick Public Library Request:** *Selectwoman Murphy moved table until the next meeting, seconded by Selectman O'Connor. 5/0*
- B. **Bid Award:** Moved under communications.
- C. **Contract Snow Plowing:** Discussed under communications

D. Confirm Appointment of Dir. Town Planning/Zoning Attorney: Chairman Haley moved to accept the appointment of Patrick Venne as Director of Planning/Land Use Attorney. Seconded by Selectman O'Connor. 5/0

Selectwoman Murphy moved to accept the job description for Director of Planning/Land Use Attorney, seconded by Selectman Ganiere. 5/0

E. Other: Water bond transfer to Maine Municipal Bond bank. Board signed documents to transfer loan to Maine Municipal Bond Bank for lower interest rate.

Abatements/Supplementals:

Abatements:

Selectman Murphy moved to grant the abatement for Dana Hall, seconded by Selectman Crichton. 5/0

Selectman Crichton moved to grant the abatement for New Style Homes Inc., seconded by Selectman Ganiere. 5/0

Selectman O'Connor moved to approve the abatement application for Evelyn and Kenneth Tibbetts, seconded by Selectman Ganiere. 5/0

Selectman O'Connor moved to approve the abatement application for Justin Cantin Trustee, seconded by Selectwoman Murphy. 5/0

Selectman O'Connor moved to approve the abatement application for Melanie Cantin, seconded by Selectman Ganiere. 5/0

Supplemental:

Selectman O'Connor moved to accept the supplemental recommendation application in the name of Justin and Elizabeth Cantin, seconded by Selectman Ganiere. 5/0

Selectman O'Connor moved to accept the supplemental recommendation application in the name of Justin and Elizabeth Cantin, seconded by Selectman Ganiere. 5/0

Selectman O'Connor moved to accept the supplemental recommendation in the name of RBS Citizens for Personal Property items, seconded by Selectman Ganiere. 5/0

Public Comment: Town Clerk, Melissa Albert commented on the Foster's Daily Democrat printing an error in the paper as to when the Town Hall will be open extra hours for absentee ballots.

Adjournment: Selectman Murphy motioned to adjourn at 9:04 P.M., seconded by Selectman Ganiere. 5/0

Respectfully Submitted,

Melissa Albert
Town Clerk

