

BOARD OF SELECTMEN/BOARD OF ASSESSORS
REGULAR MEETING
NOVEMBER 18, 2014

- I. **CALL TO ORDER/ROLL CALL AND PLEDGE OF ALLEGIANCE**
PRESENT: Chairman O'Connor, Selectman Crichton, Selectman Ganiere, Selectman Wright
ABSENT: Selectman Pendergast
Others Present: Town Manager Patrick Venne, Town Clerk Jo Anne Lepley, Finance Director Maureen Finger
- II. **APPROVAL & SIGNATURE OF MINUTES**
Motion: It was moved by Chairman O'Connor and seconded by Selectman Ganiere to approve the minutes of the November 12, 2014 Regular Meeting as presented.
The motion carried unanimously; 4 – 0.
- III. **FIRST PUBLIC COMMENT – NONE**
Chairman O'Connor held up a copy of the new historical picture book of Berwick. The book is available at the Town Hall for \$18.00 and at the book store for \$21.99. The book was written by Jessie Taylor and published by Arcadia Publishing.
- IV. **REPORTS OF COMMITTEES**
- a. **BCTV – Terrie Wright**
1. 25-45 people access the Peg Central website to view meetings that are posted.
 2. The lapel microphones are working. The committee chose "with cord" vs. cordless due to cost. \$50.00 vs \$500.00.
 3. One of the external hard-drives has been replaced.
 4. The Leightronix server needs to be replaced.
 5. Tim Cremmens and Terri Wright attended the Community Television Station Conference.
 6. BCTV flyers have been printed and will be given out to new community members and are also available at the Town Office.
 7. Mr. Cremmens has begun working with the EBC to start covering their meetings.
 8. Mr. Cremmens is working with the Town Manager to do a possible "live" Town Manager's monthly report.
 9. There have been complaints regarding the Town Planner and Town Clerk not being seen on camera. They will now go to the podium when addressing the BOS on issues or items.
 10. Mr. Clemmens has done several community event filmings and placed several ads and notices.
 11. The locks have been changed on the BCTV room and a new lock installed for the storage space they are now occupying.
Chairman O'Connor inquired as to whether the Peg Central link is on the Town's website. Ms. Wright stated that it was.
- b. **Rec Committee Update - None**
- c. **Envision Berwick Committee (EBC) – Frank Underwood**
1. Mr. Underwood stated that the next EBC meeting will be next Tuesday (November 25, 2014). Mr. Nichols from Coast Bus will be attending to discuss items for the KACTS study.

2. Mr. Underwood presented the BOS with a "Progress Reporting Sheet" developed for updating the progress of the Prime Tanning Project.
3. Mr. Underwood and Mr. Ballard have checked on the donated Christmas tree and Mr. Ballard will let him know the exact day/time. Mr. Dupris will use cones to block out some parking for the tree delivery.

V. APPOINTMENTS/PRESENTATIONS/OTHER GUESTS

- a. Charemon Davis, RHR Smith & Co., on FY 2014 Audit Findings
Ms. Davis stated that Finance Director Maureen Finger had put the audit report together and that it was real pleasure working with Ms. Finger on the audit.
Ms. Davis went over the shorter eleven page handout that included color graphs. Chairman O'Connor asked if there was anything the Town should address and Ms. Davis answered that the Town should continue on as it is doing and continue the Policies and Procedures it has in place.

The BOS thanked Ms. Finger for doing a "great" job.

Selectman Crichton asked if next time the meeting with the auditor could be scheduled out a little further from when they receive the report.

- b. Consideration of Budget Committee appointment Request of Brian Cincotta
Motion: It was moved by Selectman Crichton and seconded by Selectman Wright to appoint and confirm you as a Member of the Budget Committee with and for the Town of Berwick for a 1 year term. Term to expire November 12, 2015.

The motion carried unanimously; 4 – 0.

Mrs. Murphy approached the podium and stated that she would like Kenneth Raines appointed to the Budget Committee.

Mr. Raines stated that he was a 30 year veteran and was in logistics. He would be glad to serve on the Budget Committee.

Motion: It was moved by Chairman O'Connor and seconded by Selectman Ganiere to appoint Kenneth Raines to the Budget Committee for a term of 1 year for the purpose of reviewing, scrutinizing and making recommendations to the Board of Selectmen regarding the Town Manager's proposed budget.

The motion carried unanimously; 4 – 0.

VI. COMMUNICATIONS – Town Manager

- a. Water Rate Increase Details and Draft Legal Notice for 1/20/2015
Public Hearing
The Town Manager stated that Ms. Sandy Bolotsky the consultant working with the Water Department on its rate case increase for the PUC would prefer a separate Public Hearing from one that is on a regular BOS agenda. The BOS consensus was to go forward with a Public Hearing that would be separate from its regularly scheduled BOS meeting.

- b. **Update on FOJ Partnership Process for Remediation of Prime Tanning Site**
The bankruptcy stay to enable the Town to move forward with its tax foreclosure was granted. In order to meet the grant deadlines, the proposed Public Hearing would need to be held the first week in December in order for the newspaper noticing to be timely. The consensus of the BOS was to schedule the Public Hearing for their regularly scheduled BOS meeting on December 2, 2014.

VII. APPROVAL OF ACCOUNTS PAYABLE WARRANTS

A/P WARRANT	1520	\$78,930.86
WATER WARRANT	W1520	\$280.00
PAYROLL WARRANT	1521	\$37,607.59

MOTION: It was moved by Chairman O'Connor and seconded by Selectman Ganlere to approve the Warrants as presented.

The motion carried unanimously; 4 – 0.

VIII. UNFINISHED BUSINESS -None

IX. NEW BUSINESS - None

X. ABATEMENTS AND SUPPLIMENTALS - NONE

XI. QUITCLAIM DEEDS/INSTALLMENT CONTRACTS - NONE

XII. SECOND PUBLIC COMMENT - None

XIII. OTHER BUSINESS/NON AGENDA ITEMS

The Town Manager stated that SW Cole will be denoting their services to do a core sample on Route 4 in order to find out if the road is stable enough to paint a turn lane. The Berwick PD will absorb the cost for traffic control. Chairman O'Connor thanked SW Cole for their generosity.

The Town Manager stated that the VHB Traffic Study will be conducted the first week in December.

The Town Manager went over the billing issue for the new lights on the bridge. Two of the lights are located on the New Hampshire side of the bridge, but all six are connected to electricity on the Maine side. The Town Manager stated that this matter should be settled soon.

Selectman Wright inquired as to whether the "walk- a-bout" with VHB has been scheduled yet. The Town Manager stated that it had not.

The Town Manager stated that past and current public officials were scheduled to be deposed in York regarding an ongoing lawsuit.

Selectmen Crichton spoke about the impending Hubbard Road repair and closure. He stated that he was told the project would cost 2.5 million and that the road should only be closed for approximately 21 days. There is no estimated start date. Selectman Crichton stated that the BOS should be in attendance and participate at the Public Hearing MDOT will have regarding this work.

Selectman Wright asked the Town Manager about using the Prime Tanning parking lot for at least a temporary solution for the park and ride lot for Coast Bus. The Town Manager replied that he would look into what could be done without the Town incurring some sort of liability that would be above the normal municipal liability.

XIV. POTENTIAL EXECUTIVE SESSION – NONE

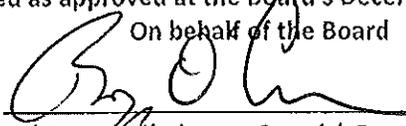
XV. ADJOURNMENT

Motion: It was moved by Selectman Crichton and seconded by Selectman Ganiere to adjourn.

The motion carried unanimously; 4 – 0.

The meeting adjourned at 7:32 p.m.

The November 18, 2014 BOS Meeting Minutes
Signed as approved at the Board's December 2, 2014 Meeting
On behalf of the Board



Bryan O'Connor, Chairman, Berwick Board of Selectmen