



**BOARD OF SELECTMEN/BOARD OF ASSESSORS  
MEETING MINUTES  
June 16, 2015  
6:30 p.m.**

**I. ROLL CALL AND PLEDGE OF ALLEGIANCE**

Call to Order: 6:30 p.m.

**ROLL CALL:** Chairman Wright, Selectman Crichton, Selectman Ganiere, Selectman Pendergast, Selectman Plante

**OTHERS PRESENT:** Interim Town Manager Bruce Benway, Town Clerk Jo Anne Lepley, Finance Director Maureen Finger, Recreation Director Kim Taylor

Chairman Wright announced that the BOS was in the final stages of negotiations in the hiring of a new Town Manager.

**II. APPROVAL OF MINUTES**

**a. May 27, 2015 Special Meeting Minutes**

**Motion:** It was moved by Selectman Crichton and seconded by Selectman Plante to approve the May 27, 2015 Special Meeting Minutes.

The motion carried unanimously; 5 – 0.

**b. June 2, 2015 BOS Meeting Minutes**

**Motion:** It was moved by Selectman Ganiere and seconded by Selectman Pendergast to approve the June 2, 2015 Regular Meeting Minutes.

The motion carried 4 – 0. (Selectman Plante was absent from that meeting)

**III. FIRST PUBLIC COMMENT**

**Ann Doiron –** Ms. Doiron stated that she was there regarding the ongoing issue of her abatement request. She felt the tone of the letter she had received from the Town's attorney was threatening.

**Chairman Wright stated that this is a pending legal matter and the BOS cannot comment.**

**Mark Pendergast –** Selectman Pendergast spoke about his concern regarding the underuse of the new backhoe. It should be used for ditching and other projects and should not be sitting at the Transfer Station. He also brought up the issue of summer help for mowing.

Chairman Wright agreed with Selectman Pendergast regarding the use of the backhoe and stated that the Highway Foreman was waiting for the new fiscal year to hire part-time temporary help. Mr. Dupuis suggested the use of High School students.

**IV. PUBLIC HEARING – NONE PLANNED**

**V. REPORTS OF COMMITTEES**

**a. BCTV Committee - None**

**b. Envision Berwick Committee (EBC)**

**Frank Underwood**

1. The Bridge approach looks great but still needs a little more work. The ribbon cutting for the bridge was June 16, 2015 and Mr. Underwood thanked the Berwick attendees for attending. The committee is still working on having the pole removed at the corner.
2. John Stoll is training for the Brownfields grant administration. When he completes the training, they will form the citizen's committee that is a required part of the grant.
3. Mr. Underwood stated that when the fiscal year's budget begins they are ready to move forward with several items:
  1. The proposed study of the Estabrook School
  2. The TIF 101
4. The access to the PSNH land on the river looks more promising.
5. Workforce Housing – The development of a design team is underway and mailers will be sent out. Verrill-Dana and Fund of Jupiter (FOJ) have agreed to be sponsors/participants in the process.

**Dennis Dupuis – Riverfront Committee**

1. June 18, 2015 is a site walk and the public is invited. The second Public Hearing is after the site walk.
2. A dead tree has been removed from the site.
3. Mr. Dupuis and Mr. Underwood are going to Brunswick to see the proposed ADA floats. Hancock Lumber is being very cooperative.
4. The committee has met with the abutters; one does not want their land used.
5. DEP is all set.
6. There has been close to \$14,000 raised to date.

**Frank Underwood – Mr. Underwood stated that the project has three phases:**

1. Getting people on the river
2. The ADA component
3. Conservation

Selectman Pendergast inquired if there were any known impediments to developing sufficient parking for a proposed soccer field at the Doiron School. Chairman Wright stated that the Town's newly adopted land use ordinance now allows for subdividing of the Bateman leased land. Selectman Crichton asked if there were any federal density requirements. Planning Board Member, Paul Boisvert stated that there were no federal "strings" after attorney review. Selectman Crichton stated that the issue should be thoroughly looked into.

**VI. APPOINTMENTS/PRESENTATIONS/OTHER GUESTS**

**a. Board of Appeals Appointment – Patricia Boisvert**

**Motion:** It was moved by Selectman Pendergast and seconded by Selectman Plante to appoint Patricia Boisvert to the position of Alternate Appeals Board Member.

**The motion carried unanimously; 5 – 0.**

**b. Proposal for Winter Farmers' Market to Officially Operate Under the Town**

**Jessica Dunbar – Ms. Dunbar went over the history and success of the Berwick Winter Farmers' Market and introduced Kati Semro, the new Market Coordinator. Ms. Semro went over the proposal to become a BOS sanctioned Board. There was discussion regarding the appointments**

and Ms. Semro's role on the Board and the proposed Board's ability to raise funds. The Committee's fund raising abilities will be the same as the Riverfront Committee's and will go through the Finance Director.

**Motion:** It was moved by Chairman Wright and seconded by Selectman Ganiere to appoint Jessica Dunbar for one year, Serena Galleshaw for two years, Pat Boisvert for three years and Penny Zust for three years. Katie Semro role will be advisory only.

**The motion carried unanimously; 5 – 0.**

**Motion:** It was moved by Chairman Wright and seconded by Selectman Ganiere to grant authority to the Berwick Winter Farmers' Market Committee to collect fees, apply for grants and accept donations.

**The motion carried unanimously; 5 – 0.**

**Motion:** It was moved by Chairman Wright and seconded by Selectman Ganiere to appoint three more Board members and to keep track of Ms. Semro's hours and pay her through funds collected.

**The motion carried unanimously; 5 – 0.**

**VII. UNFINISHED BUSINESS - None**

**VIII. COMMUNICATIONS - None**

**IX. APPROVAL OF ACCOUNTS PAYABLE WARRANTS**

A/P WARRANT	1549	\$696,274.82
WATER WARRANT	0549	\$4,194.46
PAYROLL WARRANT	1550	\$53,346.96
A/P WARRANT	1550	\$80,578.33
WATER WARRANT	0550	\$169.62
PAYROLL WARRANT	1551	\$51,750.56

**Motion:** It was moved by Chairman Wright and seconded by Selectman Crichton to approve the Accounts Payable Warrants as submitted.

**The motion carried unanimously; 5 – 0.**

**X. NEW BUSINESS**

**a. Overages for FY 2014/2015 Public Works Budget**

Finance Director Maureen Finger explained that the overages for the FY 2014/2015 Budget were not as high as she had estimated and requested in the 2016 Warrant and she was asking for a total of \$25,000 to be taken out of Unassigned Fund Balance to cover the overages (\$22,000 for wages and \$3,000 for salt).

**Motion:** It was moved by Selectman Pendergast and seconded by Selectman Plante to take \$25,000 from Unassigned Fund Balance to cover overages in the FY 2014/2015 Public Works Budget.

**The motion carried unanimously; 5 – 0.**

**b. Tax Acquired Properties**

Finance Director Maureen Finger explained that the eight properties under this item were properties she had not been able to get the owners to pay past-due taxes, therefore they were currently owned by the Town. After carefully going over the Town's Tax Acquired Policy and

Ordinances, there appears to be a conflict between the two and they need to be reviewed and reworded. Ms. Finger explained the two ways they have to sell the properties.

**Motion:** It was moved by Chairman Wright and seconded by Selectman Ganiere to table this item.

The motion carried on a vote of 4 – 1. (Crichton)

**XI. QUITCLAIM DEEDS AND/OR INSTALLMENT CONTRACTS - None**

**XII. ABATEMENTS/SUPPLEMENTALS**

**a. Supplemental Tax Warrant and Commitment for R061 Lot 2**

**Motion:** It was moved by Selectman Ganiere and seconded by Selectman Pendergast to accept the assessors' penalty fee.

The motion carried unanimously; 5 – 0.

**XIII. SECOND PUBLIC COMMENT - None**

**XIV. EXECUTIVE SESSION – None Planned**

**XV. OTHER BUSINESS/NON-AGENDA ITEMS**

**Recreation Director Kim Taylor –** Ms. Taylor was present to ask the BOS to accept a Choose to be Healthy Grant in the amount of \$250. The Grant is to be used to promote tobacco free activities. Ms. Taylor will use it towards the cost of the Halloween Party and Parade.

**Motion:** it was moved by Selectman Crichton and seconded by Selectman Ganiere to accept the Choose to be Healthy grant.

The motion carried unanimously; 5 – 0.

There was a short discussion regarding the upcoming Summer Camp program. There are currently over 130 children enrolled. Ms. Taylor thanked all who has donated to the program.

**Selectman Crichton –** Selectman Crichton asked the Finance Director if the assessments on the eight properties previously discussed were current. Ms. Finger stated that they were, except for the property which had recently burned.

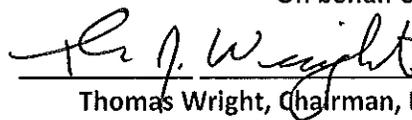
**XVI. ADJOURNMENT**

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

The motion carried unanimously; 5 – 0.

The meeting adjourned at 7:41 p.m.

The June 16, 2015 BOS Meeting Minutes  
Signed as approved at the Board's July 7, 2015 Meeting  
On behalf of the Board



Thomas Wright, Chairman, Berwick Board of Selectmen