



**BOARD OF SELECTMEN/BOARD OF ASSESSORS
MINUTES
July 21, 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

ABSENT: Selectman Pendergast

OTHERS PRESENT: Interim Town Manager Bruce Benway, Town Clerk Jo Anne Lepley, Town Planner John Stoll, Water Department Chief Operator Chris Weismann

II. MINUTES

a. **July 7, 2015 BOS Meeting Minutes**

Motion: It was moved by Chairman Wright and seconded by Selectman Ganiere to approve the July 7, 2015 BOS Meeting Minutes.

The motion carried unanimously; 4 – 0.

III. FIRST PUBLIC COMMENT - None

IV. PUBLIC HEARING – None

V. REPORTS OF COMMITTEES

a. **BCTV Committee**

Chairman Wright – The new cameras are installed and new server is also up and running. The auditorium has been wired. The Committee is beginning the process of contract negotiations with Comcast.

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

Frank Underwood

1. Mr. Underwood gave Chairman Wright a list of names for appointment and re-appointment to the EBC.

2. The draft KACTS report from VHB is ready for review by the EBC.

3. Workforce Housing: August 13th is the next meeting. There is a draft flyer that may be used. Kristen Grant and Director Robin Comstock are waiting for the new Town Manager to start and would like to be on the Agenda (August 18th).

4. The Estabrook and Doiron Schools project is still moving forward. An upgraded Environmental Report needs to be done. Developer Dave Baker is still looking at possible space for a York Community College Annex and may split the cost. (approximately \$2000.00 - \$3,000.00). the Town's share would come from contingency.

Dennis Dupuis & Nichole Fecteau

The first work session at the river launch site took place over the past weekend. There were great volunteers from the community. The area is looking great. The second work session will take

place, Saturday, July 25, 2015, starting at 8:30 a.m. You can check out the progress on the groups Facebook page.

VI. APPOINTMENTS/PRESENTATIONS/OTHER GUESTS

a. Brownfields Update – Town Planner John Stoll

Town Planner John Stoll stated that everything has gone well and the Notice of Award just came 7/21/2015. He explained the formation of the required Advisory Steering Committee. The Southern Maine Planning & Development Commission will be meeting with Mr. Stoll and Mr. Underwood to go over the Request for Qualifications. The process is moving forward, but at the Federal “hurry up and wait” speed.

VII. UNFINISHED BUSINESS- None

VIII. COMMUNICATIONS

Chairman Wright – Comcast is discontinuing certain “bundles” and rearranging the shows into new “bundles.”

Town Manager

1. The Town Manager stated that Torielle Connor had sent a thank-you for being chosen as a scholarship recipient.
2. MMA annual election; the BOS approved the TM’s filling out of the ballot.
3. The Water Rate Case update will be discussed under Other Business/Non-Agenda Items
4. RFP for Paving – Met with Maine Local Roads Association agent and now have specs for paving and will send out the RFP.
5. Hubbard Road Closure – The unofficial dates for the closure are August 8th through August 31st.

IX. APPROVAL OF ACCOUNTS PAYABLE WARRANTS

A/P WARRANT	1553	\$109,920.81
WATER WARRANT	0553	\$9,424.81
A/P WARRANT	1602	\$49,263.80
WATER WARRANT	0602	\$294.77
PAYROLL WARRANT	1603	\$58,890.05
A/P WARRANT	1603	\$76,722.43
PAYROLL WARRANT	1604	\$51,608.49

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

The motion carried unanimously; 4 – 0.

X. NEW BUSINESS

a. Implementation of TRIO Credit Card Module

The Town Manager stated that he recommends the implementation of the TRIO credit card module. It would add significant convenience for taxpayers and other customers when completing a financial transaction with the Town and cut down on cash transactions.

Motion: It was moved by Selectman Crichton and seconded by Selectman Ganiere to approve and proceed with the implementation of the credit card module and authorize the Town Manager to complete all necessary paperwork with InforME to activate the PayPort service and to purchase three (3) swipe terminals for use at the Customer Service windows.

The motion carried unanimously; 4 – 0.

XI. QUITCLAIM DEEDS AND/OR INSTALLMENT CONTRACTS

The Town Manager stated that there will be an amended version of the Installment Contracts Policy (the Attorney Amendments) ready for adoption at the next meeting.

XII. ABATEMENTS/SUPPLEMENTALS – None

XIII. SECOND PUBLIC COMMENT

Eleanor Murphy – Ms. Murphy suggested that the Road Projects for next year be bid now.

Richard Allinson – Mr. Allinson addressed the BOS with a complaint regarding fireworks. He stated that on the 4th of July and other holidays he understands that people will use them until late, but currently, they are being shot off in his neighborhood after 10 p.m.

Selectman Plante stated that perhaps a time limit for the non-holiday use of fireworks should be set in the Town’s Ordinance and suggested 9 p. m.

XIV. EXECUTIVE SESSION – None Planned

XV. OTHER BUSINESS/NON-AGENDA ITEMS

PUC Rate Case - The Town Manager stated that a meeting had taken place between all the parties and a possible compromise had been reached. The compromise had two separate components. The first: a revenue requirement of an 8.5% collective rate increase; the second: a new minimum tier for water usage. The Town Manager explained the reasoning behind both and recommended the BOS adopt both as he had explained.

Motion: It was moved by Chairman Wright and seconded by Selectman Ganiere to accept the revenue requirement 8.56% as part of the current rate case.

The motion carried unanimously; 4 – 0.

Motion: It was moved by Chairman Wright and seconded by Selectman Ganiere to agree to the introduction of a new minimum tier for water usage under 500cu. Ft. with the rate to be determined during the remainder of the rate case, providing that the new tier produces a just and reasonable allocation among all users.

The motion carried unanimously; 4 – 0.

Chairman Wright stated that there were five (5) openings for residents on the Brownfields Advisory Committee.

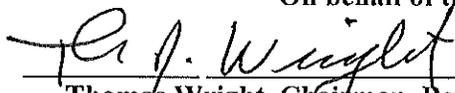
XVI. ADJOURNMENT

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

The motion carried unanimously; 4 – 0.

The meeting adjourned at 7:34 p.m.

**The July 21, 2015 BOS Meeting Minutes
Signed as approved at the Board’s August 4, 2015 Meeting
On behalf of the Board**



Thomas Wright, Chairman, Berwick Board of Selectmen