



**BOARD OF SELECTMEN/BOARD OF ASSESSORS
MEETING MINUTES
August 18, 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: Town Manager Stephen Eldridge, Town Clerk Jo Anne Lepley, Chief Water Operator Chris Weisman

II. MINUTES

a. August 4, 2015 BOS Meeting Minutes

Motion: It was moved by Selectman Crichton and seconded by Selectman Plante to approve the August 4, 2015 BOS Meeting Minutes.

The motion carried unanimously; 5 – 0.

III. FIRST PUBLIC COMMENT

Neil Hokinson – Mr. Hokinson was there to announce the annual Household Hazardous Waste Disposal Day. It will take place on Saturday, September 12th, from 9am – 1pm at the South Berwick Regional Maintenance Facility. This year, no one should be turned away.

Eleanor Murphy – Ms. Murphy stated that while at the Dover Bowl, the Berwick Recreation Department Summer Recreation Program arrived with two busloads of children. The children were well behaved and the staff were wonderful. The Town of Berwick is very lucky to have such a wonderful program.

Chris Weisman, Chief Water Operator – Mr. Weisman stated that a compromise had been reached between the three parties (Berwick Water, three citizens and the PUC's Public Advocate's office) involved in the water rate case. He suggested that the BOS vote to approve the compromise to avoid going into costly litigation.

Selectman Pendergast asked what the new rate would be and Mr. Weisman stated that rate increase it would be 8.56%.

Motion: It was moved by Chairman Wright and seconded by Selectman Pendergast to accept the agreed upon rate increase.

The motion carried unanimously; 5 – 0.

Jimmy Chandler, Owner of Boulanger Paving – Mr. Chandler went over the two paving bids BOS had received (Boulanger Paving & Pike Industries). First he read from the RFP that the Town had sent out. Mr. Chandler stated that Pike Industries had not bid correctly and therefore should not have been awarded the contract due to submitting the low bid. Mr. Chandler asked Selectmen Crichton, Wright and Plante to justify their choice of Pike Industry.

Selectman Crichton stated that he knows the sealed bid process and that the bids had to meet state standards.

Chairman Wright also stated that he had been through the sealed bid process on both the state and local level. He is not a roads expert and depended on the Town Manager and the Highway Department Foreman for their input.

Selectman Plante stated that he took the advice of the Town Manager that the bid met all expectations and the price difference.

The entire BOS felt that the roads bid process needs to be done in the fall in order to avoid the rush every summer to get it done.

IV. PUBLIC HEARING – NONE PLANNED

V. REPORTS OF COMMITTEES

a. **BCTV Committee – No Report**

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

James Bellissimo, EBC Co-chair – Mr. Bellissimo noted the new cameras that BCTV have put in place and introduced Dennis Dupuis.

Dennis Dupuis – The Riverfront Committee held the ribbon cutting ceremony for the new launch area just prior to the BOS meeting. The committee has submitted an application for phase 2 to the Army Corp of Engineers and the Department of Environmental Protection. The fee for the permit is \$290 and will be paid from funds raised by the committee.

Mr. Bellissimo stated that he was there for a community “call to action.” There are several sub-committees that have room for new faces. The public can keep up with the EBC by going to their Facebook page. Mr. Bellissimo also updated the BOS on the funding for the Estabrook School environmental survey.

VI. APPOINTMENTS/PRESENTATIONS/OTHER GUESTS

a. **Workforce Housing – Robin Comstock, Executive Director of Workforce Housing of the Greater Seacoast Region (WHGSR)**

Ms. Comstock explained the objective of WHGSR was to work with communities to give them the tools necessary to build affordable/accessible housing for the working professionals in their area. They work with communities to hold Charrettes to help with the planning process in a collaborative way. Ms. Comstock emphasized that the housing is not Section 8 or “low” income housing. The Charrette for Berwick is scheduled for October 14 – 16. This is the first time they have worked with a community on “mixed use” housing.

Selectman Pendergast asked about financing incentives for potential developers. Ms. Comstock stated that was an important part of the equation, but one she did not know enough about.

Mr. Bellissimo stated that this is the next building block in the process for the Envisioning Process.

Motion: I was moved by Chairman Wright and seconded by Selectman Pendergast to appropriate \$500 in contingency to help fund this project.

The motion carried unanimously; 5 – 0.

VII. UNFINISHED BUSINESS - None

VIII. COMMUNICATIONS

- a. **Hazardous Waste Disposal Day – This item was discussed earlier under First Public Comment**

IX. APPROVAL OF ACCOUNTS PAYABLE WARRANTS

A/P WARRANT	1606	\$672,515.36
WATER WARRANT	0606	\$1,274.20
PAYROLL WARRANT	1607	\$46,683.23
A/P WARRANT	1607	\$89,157.33
WATER WARRANT	0607	\$5,055.29
PAYROLL WARRANT	1608	\$53,842.23

X. NEW BUSINESS

Chairman Wright introduced the new Town Manager Stephen Eldridge.

- a. **Appointment of Town Manager as Tax Collector**
Motion: It was moved by Selectman Crichton and seconded by Selectman Ganiere to appoint and confirm Stephen Eldridge as Tax Collector until a successor is named.
The motion carried unanimously; 5 – 0.

- b. **Appointment of Maureen Finger as Deputy Tax Collector/Deputy Treasurer**
Motion: It was moved by Chairman Wright and seconded by Selectman Crichton to appoint and confirm Maureen Finger as Deputy Tax Collector.
The motion carried unanimously; 5 – 0.
Motion: It was moved by Selectman Pendergast and seconded by Selectman Ganiere to appoint and confirm Maureen Finger as Deputy Treasurer.
The motion carried unanimously; 5 – 0.

- c. **Resolution for LPL Financial/Kennebunk Investment Services – Granting Town Manager and Finance Director authority to act on behalf of the Town for transactions related to Cemetery and Lena Clark Trust accounts**
Motion: It was moved by Chairman Wright and seconded by Selectman Crichton to grant Town Manager Stephen Eldridge and Finance Director Maureen Finger authority to act on behalf of the Town for transactions related to the Cemetery and Lena Clark Trust accounts.
The motion carried unanimously; 5 – 0.

- d. **Set Tax Rate and Commitment**
The Finance Director explained that the recommended tax rate of 16.30 would allow for an overlay of \$79,000 to ensure payment going forward for any abatements and a legal appeal that is currently in process.
Selectman Pendergast asked what the amount spent on the appeal had been to date. The Finance Director stated the attorney had given a quote of \$11,000 to date.
Selectman Plante asked if the increase was partially based on a lesser amount from the State. The Finance Director replied that the budgets are up and the school district budget is up \$266,000. The Prime Property is now off the books for taxes due to ownership by the Town, but non-property revenues are up \$142,000.
Motion: It was moved by Chairman Wright and seconded by Selectman Ganiere to set the Tax Rate at 16.30 for the upcoming 2016 Tax Year.
The motion carried unanimously; 5 – 0.

e. Salt Shed

The Town Manager stated that the Public Works Department had removed all of the salt from the shed to inspect the facility. There was cracking and peeling away from the wall. The Elliot Public Works Director had the same problem and gave the name of a contractor to give an estimate. The estimate is around \$30,000. Selectman Pendergast asked the Finance Director if there was that amount available in the Public Works budget. The Finance Director stated there was \$45,000 overall for the roof and the shed. The estimate included sealing/finishing. The consensus of the BOS was for the Town Manager to go out to bid in order to get the work done before winter.

XI. QUITCLAIM DEEDS AND/OR INSTALLMENT CONTRACTS

a. Quitclaim Deed – R035-019-004-000 – completion of Installment Contract Dated March 20, 2015

Motion: It was moved by Chairman Wright and seconded by Selectman Ganiere to accept and sign the Quitclaim Deed for R035-019-004-000.

The motion carried unanimously; 5 – 0.

XII. ABATEMENTS/SUPPLEMENTALS

XIII. SECOND PUBLIC COMMENT

Eleanor Murphy – Ms. Murphy inquired about the lawsuit mentioned during the setting of the Tax Rate.

David Dow – Mr. Dow stated that there are juveniles in his neighborhood that are carrying knives and cutting the screens on his windows. The Berwick Police Department told him there was nothing they could do. The Town Manager will look into the matter

XIV. EXECUTIVE SESSION – None Planned

XV. OTHER BUSINESS/NON-AGENDA ITEMS - None

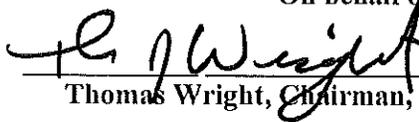
XVI. ADJOURNMENT

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

The motion carried unanimously; 5 – 0.

The meeting adjourned at 8:00 p.m.

**The August 18, 2015 BOS Meeting Minutes
Signed as approved at the Board's September 1, 2015 Meeting
On behalf of the Board**



Thomas Wright, Chairman, Berwick Board of Selectmen