



**BOARD OF SELECTMEN/BOARD OF ASSESSORS
REGULAR MEETING
August 4, 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, Town Planner John Stoll

II. MINUTES

a. July 21, 2015 BOS Meeting Minutes

Motion: It was moved by Selectman Ganiere and seconded by Selectman Plante to approve the July 21, 2015 BOS Meeting Minutes.

The motion carried unanimously; 4 – 0. (Selectman Pendergast was absent from that meeting)

III. FIRST PUBLIC COMMENT - None

IV. PUBLIC HEARING – None

V. REPORTS OF COMMITTEES

a. BCTV Committee

Terri Wright presented the Committee update.

1. The new Televue server is up and running.
2. Previous meetings will still be available for viewing on Peg Central
3. The Police Department, Fire Department and Town Manager will be given passwords for the Emergency Alert System.
4. The new cameras are up and running and the joy-stick can now be utilized for zooming in and out.
5. The lapel mikes for the BOS have been ordered.
6. Agendas will not be attached to the meeting broadcasts for easier following by the audience.
7. BCTV is working on sending out a survey to residents.

Selectman Crichton inquired as to the progress of internet on Route 4. Selectman Pendergast stated that had been taken care of.

b. Envision Berwick Committee (EBC)

Paul Boisvert – Mr. Boisvert gave an update regarding the Goodrich family's easement gift to the Town. The family is asking for attorney fees assistance in the amount of \$360.00. Mr. Benway suggested the cost come from the Town's Legal Fees account.

Motion: It was moved by Chairman Wright and seconded by Selectman Ganiere to pay the legal fees in the amount of \$360.00 for the easement.

The motion carried unanimously; 5 – 0.

Kevin Gray – Mr. Gray spoke on behalf of the Economic Development Committee and updated the BOS on the progress of the needed hazardous materials survey at the Estabrook School. The developer, Dave Baker would donate \$1,000 towards the survey cost.

Chairman Wright stated that there was a fund created for the Community Center that still had a balance and he spoke with the Finance Director and the funds could be used towards this.

Dennis Dupuis – Co-chair Riverfront Committee

Mr. Dupuis stated that the new dock was approved and already being used. The committee had raised a total of \$16,880 in 13 weeks. Phase one is completely paid for and there is a balance of \$3,700. The Committee is filing notice for phases 2 & 3. There is a meeting on August 5th to organize and plan a ribbon cutting ceremony. Mr. Dupuis thanked Mr. Benway for his support.

VI. APPOINTMENTS/PRESENTATIONS/OTHER GUESTS

a. EBC Appointments

Motion: It was moved by Selectman Ganiere and seconded by Selectman Pendergast to appoint the following people to one year terms on the Envision Berwick Committee to end on July 15, 2016:

Thomas Wright	Serena Galleshaw	Rick Vandenberg
James Bellissimo	Craig Plaisted	Dave Andreesen
Pat Boisvert	Paul Boisvert	Kevin Gray
Kevin P. Jessel	Niles Schore	Donald Young
Frank Underwood	Penny Zust	

The motion carried unanimously; 5 – 0.

VII. UNFINISHED BUSINESS

a. Signing of Revised Personnel Policy – No discussion

b. Tax Acquired Property Policy

The Interim Town Manager stated that this is essentially the same policy as the prior draft, it just has legal language inserted by the Town's Attorney.

Motion: It was moved by Chairman Wright and seconded by Selectman Ganiere to accept and sign the Tax Acquired Property Policy as presented.

The motion carried unanimously; 5 – 0.

c. Paving Bids

Chairman Wright announced that the Town received three (3) bids. The Interim Town Manager recommended awarding the bid at this meeting and avoiding a two week delay.

1. Pike Industries	\$377,510
2. FR Carroll	unable to bid at this time
3. Boulanger Paving	\$448,141.25

There was a \$70,631.25 difference between high and low bid. There was discussion of whether to award the bid to the local bidder (Boulanger Paving) even though they were the high bidder. The Interim Town Manager suggested that the BOS revise its purchasing policy if they would

like to start awarding bids with a "local" priority. Mr. Crichton reiterated his stance that there should be an engineering firm to spec the jobs.

Motion: It was moved by Selectman Crichton and seconded by Selectman Ganiere to accept the low bid of \$377,510 from Pike Industries.

Pat Boisvert – Ms. Boisvert stated that the low bid is not necessarily the best bid. Boulanger Paving is a Berwick business.

Eleanor Murphy – Ms. Murphy stated that she agrees with Ms. Boisvert and that Boulanger Paving has made donations and volunteered for projects for the Town.

Selectman Ganiere retracted his second.

Motion: It was moved by Selectman Crichton and seconded by Chairman Wright to accept the low bid of \$377,510 from Pike Industries.

The motion carried on a vote of 3 – 2 (Ganiere, Pendergast).

VIII. COMMUNICATIONS

Interim Town Manager stated that he had been with the Town since March 18th for approximately 20 hours per week. He has enjoyed his time here. The Town of Berwick has an army of volunteers and growing. Steve Eldridge (the new Town Manager) is a good manager.

IX. APPROVAL OF ACCOUNTS PAYABLE WARRANTS

A/P WARRANT	1604	\$60,503.12
WATER WARRANT	0604	\$1,284.18
PAYROLL WARRANT	1605	\$49,500.26
A/P WARRANT	1605	\$58,872.99
WATER WARRANT	0605	\$1,424.91
PAYROLL WARRANT	1606	\$48,129.18

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

The motion carried unanimously; 5 – 0.

X. NEW BUSINESS

a. Approval of Draft Brownfields RFQ

Town Planner John Stoll stated that the RFQ had already been approved by several groups/people and this is the final draft. The RFQ will be posted on August 8, 2015. The site walk will take place on August 26th; September 11, is the date they must be received by and they will be opened on September 15th. The RFQ will be sent out to fifteen applicants. Work should start in October. Mr. Stoll stated that there were two (2) openings left on the committee.

The BOS asked questions regarding the releasing of the funds and whether the Town can apply for more funding before the three (3) year time that has been placed on this phase.

Mr. Stoll stated that the funds would be released in October and the Town can continue to apply for funding before the three (3) years is up.

Selectman Pendergast volunteered to be on the committee.

Motion: It was moved by Chairman Wright and seconded by Selectman Ganiere to have the RFQ sent out to appropriate bidders.

The motion carried unanimously; 5 – 0.

The BOS inquired about the Estabrook School and the old issues regarding the sub-dividing of the property. The Town Manager or the Town Planner will look into a legal review of the lease the Town currently has with the developers of the Sullivan School.

There was also an inquiry and discussion regarding impact fees and the redoing of the Town's Comprehensive Plan before large developments take place. The Town Planner stated that it would cost approximately \$20,000 to redo the Comprehensive Plan and would take about six months. The Planner was asked to have a Southern Maine Regional Planning representative come to the second meeting in September for a discussion on development fees and updating the Comprehensive Plan.

XI. QUITCLAIM DEEDS AND/OR INSTALLMENT CONTRACTS - None

XII. ABATEMENTS/SUPPLEMENTALS - None

XIII. SECOND PUBLIC COMMENT

Kevin Gray – Mr. Gray stated that he felt the Town Manager's recommendation to redo the Purchasing Policy was a good idea.

Eleanor Murphy – Ms. Murphy stated that she was glad to see the new Tax Acquired Property Policy included not allowing commercial properties the option of a payment plan.

Jimmy Chandler – Mr. Chandler spoke about the road bidding process and how his bid (Boulanger Paving) had been broken down and he was the only bidder to have attended the pre-bid meeting. He also agreed with Selectman Crichton that engineering should be done on the roads.

Selectman Crichton – Selectman Crichton stated that he felt building permits should be increasing in price annually. The Town was going pay \$4,000 - \$5,000 to watch Pike Industries pave to correct specifications, but we inspect homes for nothing.

XIV. EXECUTIVE SESSION – None

XV. OTHER BUSINESS/NON-AGENDA ITEMS - None

XVI. ADJOURNMENT

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

The motion carried unanimously; 5 – 0.

The meeting adjourned at 8:10 p.m.

**The August 4, 2015 BOS Meeting Minutes
Signed as approved at the Board's August 18, 2015 Meeting
On behalf of the Board**



Thomas Wright, Chairman, Berwick Board of Selectmen