

Town of Berwick



BOARD OF SELECTMEN/BOARD OF ASSESSORS MINUTES

Tuesday, April 18, 2017

6:30pm

Selectmen's Room
11 Sullivan Street
Berwick, ME 03901

1. Call to Order

Chair Wright called the meeting to order at 6:30pm.

2. Roll Call

Board Members Present: Chair Thomas Wright, Vice Chair Edward Ganiere, Selectman Rebecca England, Selectman Mark Pendergast, and Selectman Joshua Plante.

Staff Members Present: Town Manager Stephen Eldridge and Town Clerk Patricia Murray.

3. Pledge of Allegiance

Chair Wright led the Pledge of Allegiance.

4. Approval of Meeting Minutes

- April 4, 2017

Motion: Selectman Ganiere moved to accept the April 4, 2017 minutes as written. Selectman England seconded the motion.

The motion carried unanimously: 4-0 with Selectman Pendergast abstaining.

5. First Public Comment

Chair Wright opened the first public comment. There being no comments, Chair Wright closed the first public comment.

6. Public Hearing

- 2017 Annual Town Warrant

Chair Wright opened the public hearing and read the 2017 Annual Town Warrant.

There being no comments from the public, Chair Wright closed the public hearing.

Selectman Pendergast asked how much money is in the MS4 outfall account. Town Manager Eldridge replied that approximately \$30,000.00 is in the account. Discussion ensued regarding design of the outfall.

7. Reports of Committees

• BCTV Committee

Chair Wright reported that the Committee is still reviewing the contract with Comcast. Town Manager Eldridge stated that Tony Vigue, consultant, sent out a letter to legal counsel regarding the new contract and he picked up several points that may have gone unmentioned. He praised Mr. Vigue for his diligence.

• Envision Berwick

Town Manager Eldridge reported there was a meeting last week with Mark Kehaya, architects, and engineers. They reviewed renditions. Some good ideas were brought forth. Areas of concern included too many parking spaces and not enough greenspace. The removal of the smokestack is on hold. An engineering firm will be hired to inspect the smokestack. Chair Wright expressed concern about the Town's future liability if the smokestack remains. The Master Plan will come back next week.

Discussion regarding workforce housing ensued.

8. Appointments/Presentations/Other Guests

None.

9. Unfinished Business

• Foreclosed Property Bids

Town Manager Eldridge requested authorization to send out bids for the foreclosed properties which Finance Director Maureen Finger presented at the March 7, 2017 BOS meeting.

Motion: Selectman Plante made a motion to authorize the Town Manager to advertise the Foreclosed Property Bids. Selectman England seconded the motion.

The motion carried unanimously: 5-0.

10. Town Manager Report

- The four clocks that were replaced in the Clock Tower are being housed in Town Hall, one will be installed in the auditorium. Town Manager Eldridge asked permission to put the remaining three out to auction at the Town Meeting on May 9th. All proceeds would go to auditorium upgrades.

Motion: Selectman Pendergast made a motion give authorization to the Town Manager to auction off the three clocks from the clock tower. Selectman Plante seconded the motion.

The motion carried unanimously: 5-0.

- The State DOT is working on Beaver Dam Bridge. The work will take approximately four weeks.
- A Workshop with the Board of Selectmen, Envision Berwick Committee and Planning Board is scheduled at 6:30 next Tuesday, April 25, 2017.

11. Selectmen Communications

Chair Wright received the FEMA Flood Maps but has not had an opportunity to review them.

12. Approval of Warrants

04-06-2017	A/P Warrant #1740	\$ 723,983.02
04-06-2017	Water Warrant #0740	\$ 418.75
04-13-2017	Payroll Warrant #1741	\$ 46,317.75
04-13-2017	A/P Warrant #1741	\$ 80,667.05
04-13-2017	Water Warrant #0741	\$ 2,646.00
04-20-2017	Payroll Warrant #1742	\$ 49,647.52

Motion: Chair Wright made a motion to accept the Accounts Payable Warrants as presented. Selectman Plante seconded the motion.

The motion carried unanimously: 5-0.

13. New Business

- Spirit of America discussion

Town Manager Eldridge explained that this is an opportunity to recognize a group or citizen who has demonstrated above and beyond participation for community involvement. The Board may send nominations by email to Mr. Eldridge in the next week.

- Marijuana Forum

Town Manager Eldridge has been attending York County information sessions on marijuana. This group can hold a forum for the public. Town Manager Eldridge would like to hold a forum in the Auditorium. The BOS concurred this would be valuable for residents. Mr. Eldridge will schedule the forum.

14. Quitclaim Deeds and/or Installment Contracts

- Land Purchase Installment Contract Map/Lot R006-012-00A-000

Chair Wright explained that the former owner was interested in repurchasing the property that was foreclosed on.

Motion: Selectman Ganiere made a motion to accept the Land Purchase Installment Contract Map/Lot R006-012-00A-000 as presented. Selectman Plante seconded the motion.

The motion carried unanimously: 5 -0.

15. Abatements/Supplements

None.

16. Second Public Comment

Chair Wright opened the second public comment. There being no comments, Chair Wright closed the second public comment.

17. Executive Session

None.

18. Other Business/Non-Agenda Items

- Fire Department Clean up Bids

Town Manager Eldridge stated employees at the Fire Station had been having health/breathing issues. Environmental Safety and Hygiene inspected the building and discovered mold. Town Manager Eldridge received four bids for cleaning the mold. He is recommending ServPro. The bids are as follows: ServPro \$14,330.71, Bios Environments \$18,482, Octagon Cleaning and Restoration \$23,350, and Victory Environmental LLC \$74,805.

Selectman Plante asked if the differences in price is based on the same work being done. Town Manager Eldridge replied that the bids from ServPro, Bios, and Octagon were very detailed and Victory submitted very little detail. Selectman Ganiere asked if the bids included ventilation systems or just the building. Town Manager Eldridge replied that the bids are for the building only. Selectman Ganiere expressed concern for remediating the building without treating the ventilation system as well. Discussion regarding moving the Fire Station ensued.

Tabled until more information regarding the ventilation system is received.

- Pole Petition – Knox Lane

The permit request is for adding one pole westerly for 155 feet on Knox Lane.

Motion: Chair Wright made a motion to approve Pole Permit Request #10300278016. Selectman Ganiere seconded the motion.

The motion carried unanimously: 5 -0.

Selectman Plante reported that the Board members received a call regarding personal use of Town vehicles by Town employees and whether it is necessary for an employee to have a truck after hours. He asked if there was a policy covering this issue. Town Manager Eldridge replied that Public Works, Fire and Police departments are on call 24/7 and this has been the practice for many years. Public Works has several call outs for emergencies during off hours such as trees falling across roads, snow storms, etc. Selectman Plante asked for a formal policy to document procedures.

ASIDE: Berwick's Policy Regarding Personal Use of Town Vehicles by Town Employees which was adopted in 2008 was emailed to the Board of Selectmen on April 19, 2017 by the Town Clerk.

19. Adjournment

The meeting adjourned at 7:22pm.

Respectfully submitted,

**Patricia Murray
Town Clerk**

The April 18, 2017 BOS Meeting Minutes – Signed as approved at the Board of Selectmen's May 2, 2017 Meeting.

On behalf of the Board
