

Town of Berwick



BOARD OF SELECTMEN/BOARD OF ASSESSORS MINUTES

Tuesday, May 16, 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, and Selectman Mark Pendergast.

Board Members Excused: 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

- May 2, 2017

Motion: Selectman Ganiere moved to accept the May 2, 2017 minutes as written. Selectman Pendergast seconded the motion.

The motion carried unanimously: 4-0

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

None.

7. Reports of Committees

- **BCTV Committee**

No update.

- **Envision Berwick**

Chair Wright read an update from James Bellissimo. The Committee is working with the Planning Board to develop a hybrid form-based code for the Berwick downtown. This form-based code deals with Main Street, green space, sidewalks, lighting, underground infrastructure among other streetscapes. The Committee is excited with the progress happening at the Prime site and they continue to work towards a successful development. EBC has openings for new members. Interested parties can contact the Committee through email or Facebook. The Recreation Master Plan Summit was successful. The Summit was held on Monday, May 15th.

Paul Boisvert, EBC and Planning Board, was present. He spoke about the joint meeting with EBC and Planning Board covering projected changes to the Design Standards and form-based code for the Village Overlay District. They feel it is important to get the changes in place before any redevelopment happens at the Prime site and are hoping to get this on the November ballot. Mr. Boisvert reported on the Recreation Summit stating that 30-35 people attended. Discussion regarding Form-Based Code ensued.

8. Appointments/Presentations/Other Guests

- **MSAD #60 School Board Member replacement**

Chair Wright announced Kelly Smith's resignation from the MSAD 60 School Board. Mr. Smith took a full time coaching job with the school and the two positions are in conflict. He is one of three representatives from Berwick. Chair Wright noted that the School Board does not meet in the summer and Town Manager Eldridge suggested waiting until the November election to fill the now vacant position.

Motion: Chair Wright moved to accept the resignation from Kelly Smith from the MSAD #60 School Board. Selectman Pendergast seconded the motion.

The motion carried unanimously: 4-0

9. Unfinished Business

None.

10. Town Manager Report

- Paving pre-bid meeting was this morning. Three contractors attended; Boulanger Paving, Libby Scott and Pike Industries.
- Mark Kehaya, Fund of Jupiter, has been here since Monday. He met with several prospective tenants/developers.
- Town Manager Eldridge is working on an RFP for the Fire Station design. The property owner of the parcel the Town is considering for relocation of the Fire Station is working on getting the property appraised.
- Town Manager Eldridge recommended the elimination of the monthly "free day" at the Transfer Station effective July 1, 2017.

Motion: Selectman Ganiere moved to eliminate the Transfer Station monthly Free Day effective July 1, 2017. Selectman England seconded the motion.

The motion carried unanimously: 4-0

- Town Clerk Murray requested \$1,000.00 from the Contingency Fund to pay for postcards to notify residents of the possible August 8th Special Election.

Motion: Selectman Ganiere moved to transfer \$1,000.00 from the Contingency Fund to cover expenses accrued for mailing a notification of a Special Town Election tentatively scheduled for August 8, 2017. Selectman Pendergast seconded the motion.

The motion carried unanimously: 4-0

- Town Manager Eldridge spoke about a recreational marijuana committee being formed at the State level. He suggested the Board decide what they want to do in Berwick. He supplied a sample draft of an ordinance which MMA developed. Any LUO additions or changes will have to go to vote. Discussion regarding the difference between medical marijuana and recreational marijuana ensued.
- Chair Wright reported that Mark Kehaya has the same vision as the Town in regards to the development of the Prime site. Mr. Kehaya wants a downtown and doesn't want to see chain stores or blocks of apartments. Chair Wright was very encouraged after spending time with Mr. Kehaya discussing the development of the Prime Site. Mr. Eldridge stated parking will be a key component to the site's success. Mr. Kehaya will be meeting with architects.
- Mr. Paul Boisvert stated the Prime site has many things that should be saved. He is a member of the Preservation and Heritage Committee and would like to see the stack retained. He stated there are other items inside the buildings such as 100 roll away carts that are well built and could be stored on site per Mr. Kehaya. He asked for volunteers to move the items.

11. Selectmen Communications

- Letter from Preservation Timber Framing, Inc. regarding the state of the cupola
The letter stated the condition of the cupola is very good. Overall, there is some deterioration of the decorative columns and replacements are suggested. The vinyl siding could be causing moisture retention in the wood. The copper roof is not causing any leakage.
- Aside: Selectman Pendergast asked about the survey available at the Election on May 9th asking residents if they are in favor of the Town purchasing the "Sober Home" on Sullivan St. Town Manager Eldridge stated not many people took the survey but the results were 16 for and 2 against. He stated other surveys resulted in an 85 – 94% in favor.

12. Approval of Warrants

| | | |
|------------|-----------------------|---------------|
| 05-04-2017 | A/P Warrant #1744 | \$ 646,520.54 |
| 05-04-2017 | Water Warrant #0744 | \$ 8,729.14 |
| 05-11-2017 | Payroll Warrant #1745 | \$ 49,214.75 |
| 05-11-2017 | A/P Warrant #1745 | \$ 177,574.10 |
| 05-11-2017 | Water Warrant #0745 | \$ 2,977.58 |
| 05-18-2017 | Payroll Warrant #1746 | \$ 45,889.16 |

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

The motion carried unanimously: 4-0.

13. New Business

- Set Polling Hours for School/State Referendum Election June 13, 2017, 8am – 8pm

Motion: Selectman Ganiere made a motion to approve the Town Meeting polling hours from 8am to 8pm on June 13, 2017. Selectman Pendergast seconded the motion.

The motion carried unanimously: 4-0.

- BOS to Sign MSAD #60 Budget Validation Referendum Warrant and Notice of Election
The Board signed the Warrant and Notice.

- Motion regarding Six Step Realty Trust (after Executive Session)
See item #17.

14. Quitclaim Deeds and/or Installment Contracts

None.

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

- Title 1 §405(6)(C) - Discussion of Real Estate, Economic Development

Motion: Chair Wright made a motion to enter into Executive Session per MSRA Title 1 §405(6)(C) Discussion of Real Estate, Economic Development. Selectmen Ganiere seconded the motion.

The motion carried unanimously: 4-0.

The Board entered into Executive Session at 7:05pm.

The Board resumed its regular meeting at 7:39pm.

Chair Wright noted their discussion regarding purchasing the “Sober Home” at 71 Sullivan Street during the Executive Session. Some code violations were filed against the owner by the Town last year. The owner, Phil Melanson, contacted the Town Manager and invited him to a discussion with lawyers. The owner has had \$100,000.00 worth of work done on the property and the main building is stripped down to the studs. The Code Enforcement Officer concurred that the house is in good structural condition. An agreement that the Town could purchase the property for \$155,000 was made. Chair Wright stated this could be an opportunity to add to the recreation fields and could serve in many uses including a community center.

An audience member asked how it would be funded. Chair Wright responded that there have been discussion of securing a possible mortgage, the Town loaning itself the money, applying for grants and or Federal loans. Town Manager Eldridge noted that research will be underway soon.

Motion: Chair Wright made a motion to hold a Special Election for the purchase of 71 Sullivan Street possibly in August, 2017. Selectmen Pendergast seconded the motion.

The motion carried unanimously: 4-0.

18. Other Business/Non-Agenda Items

19. Adjournment

The meeting adjourned at 7:46pm.

Respectfully submitted,

**Patricia Murray
Town Clerk**

The May 16, 2017 BOS Meeting Minutes – Signed as approved at the Board of Selectmen’s June 6, 2017 Meeting.

On behalf of the Board
