

Town of Berwick



BOARD OF SELECTMEN/BOARD OF ASSESSORS MINUTES

Tuesday, June 6, 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, Selectman Rebecca England, Selectman Mark Pendergast and Selectman Joshua Plante.

Board Members Excused: Vice Chair Edward Ganiere.

Staff Members Present: Town Manager Stephen Eldridge, Finance Director Maureen Finger and Town Clerk Patricia Murray.

3. Pledge of Allegiance

Chair Wright led the Pledge of Allegiance.

4. Approval of Meeting Minutes

- May 16, 2017

Motion: Selectman England moved to accept the May 16, 2017 minutes as written. Selectman Pendergast seconded the motion.

The motion carried unanimously: 3-0 with Selectman Plante 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

- Steven Connolly, Superintendent of Schools MSAD #60

Chair Wright opened the public hearing.

Superintendent Connolly provided a handout and highlighted several areas of the proposed budget. The budget hearing is Thursday, June 8th at 6:30 in the Noble High School Auditorium. The referendum election is on June 13th from 8am – 8pm at Berwick Town Hall.

Chair Wright expressed concern over the cut of the SRO position in the junior high school. Superintendent Connolly stated the Board had to make a hard decision to cut this line item. Discussion ensued regarding the SRO and athletic budget.

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

7. Reports of Committees

- **BCTV Committee**

Town Manager Eldridge stated the Committee met with Tony Vigue, Franchise Agreement Consultant, regarding the contract. They are moving forward with negotiations.

- **Envision Berwick**

Dennis Dupuis, Riverfront Committee, reported. Mr. Dupuis stated the launch is in and is seeing heavy use. Their current budget is \$2567.96. They are still working on Phase 3; the building piece. They are hoping the footing installation will be a donation. The roof is secured. They are currently working on scheduling an event. They are still accepting donations; checks should be made out to “Town of Berwick” with “Riverfront” in the memo line.

Chair Wright reported that EBC is working with the Planning Board on design standards for the downtown area.

8. Appointments/Presentations/Other Guests

- Envision Berwick Appointment
 - Jennifer Murphy Aubin

Ms. Aubin was present. She is a longtime resident of Berwick. She is employed by the City of Rochester in economic and community development. She attended the community engagement in Berwick and is excited to be a part of the EBC.

Motion: Chair Wright moved to appoint Jennifer Murphy Aubin to the Envision Berwick Committee. Selectman Plante seconded the motion.

The motion carried unanimously: 4-0

- Berwick Sewer District Trustee (2 openings)
 - John England

Mr. England stated he was asked to get involved after the last increase. He has 20 years of wastewater experience and is currently employed as the Superintendent of a water and sewer district. He believes it would be beneficial to have an experienced person on the board.

- Kenneth Hall

Mr. Hall stated he has been on the Sewer Board for 5 years and was Chair this past year. Has been a lifelong resident of Berwick. He tries to keep costs down for the residents.

- Lynn Rendell

Mr. Rendell is a lifelong resident, retired military and firefighter. Currently he is the closest house to the sewer district. He has attended meetings and noticed there is no interest in the district. He would like to give back to community.

- Stephanie Rochefort

Ms. Rochefort has been a Berwick resident for 22 years and has been in the wastewater field for 27 years. She would like to give back to her community.

Chair Wright stated there are two open positions and four people interested. Selectman England asked if there were any current Sewer Board members that are qualified or licensed. Chair Wright stated no one holds licenses. Jay Wheeler, Sewer District Administrator, concurred. Chair Wright noted that Priscilla Dube has experience. Mr. Wheeler stated that the Board of Selectmen should appoint people they entrust to the Sewer District. He also stated that the BOS told Mr. Rendell that the next position was his after he applied for an opening last year.

Motion: Selectman Plante moved to appoint Lynn Rendell to the Berwick Sewer District Board of Trustees. Chair Wright seconded the motion.

The motion failed: 1: 3 with Selectmen Wright, England and Pendergast opposing

Motion: Selectman Pendergast moved to appoint John England to the Berwick Sewer District Board of Trustees. Chair Wright seconded the motion.

The motion passed: 2:1 with Selectman England recused and Selectman Plante opposing.

Motion: Selectman Pendergast moved to appoint Stephanie Rochefort to the Berwick Sewer District Board of Trustees. Chair Wright seconded the motion.

The motion passed: 3:1 with Selectman Plante opposing

9. Unfinished Business

None.

10. Town Manager Report

- The American Legion extended an invitation to the BOS to the Flag Ceremony on June 14th at 6:30pm at Lord's Cemetery.
- Cianbro will be using the parking lot on Wilson Street to store a trailer. They are working on the CMP line.
- The smokestack at Prime will be coming down on Thursday, June 7th.
- Mark Kehaya, Fund of Jupiter, will be here on Monday, June 12th. Town Manager Eldridge meet with Steve Landry, MDOT traffic engineer, to discuss Sullivan Street and School Street intersection. Mr. Landry will be meeting with Mr. Kehaya.
- The Police Department is researching the need for four-way stops at Cranberry Meadow Road and Cemetery Road.
- An RFP for the design of the Fire Station has been posted. Town Manager Eldridge has appointed Lt. Sam Tibbetts, and Finance Director Maureen Finger to the Fire Station Building Committee and would also like to appoint a citizen and a Select Board member.
- Town Manager Eldridge is speaking to Mike Lassel regarding preliminary renditions at 71 Sullivan Street (Sober Home). He is also creating a Sober Home Committee which will consist of Kim Taylor, Recreation Director, a member of the Rec Master Plan Committee, a representative from the Historical Society, a representative from Adult Education and members of EBC. There will be one meeting to brainstorm uses and space needs. It is scheduled for June 19th. Discussion regarding the worth and soundness of the

Sober Home ensued. Ms. Jennifer Aubin spoke. She said the Sober Home has perfect potential in terms of location to the recreation fields for a community orientated center.

11. Selectmen Communications

Chair Wright received a letter from EPA stating the Town has been awarded another \$200,000.00 grant to clean up the Blue building at Prime.

12. Approval of Warrants

05-18-2017	A/P Warrant #1746	\$ 83,834.62
05-18-2017	Water Warrant #0746	\$ 15,880.36
05-25-2017	Payroll Warrant #1747	\$ 49,588.83
05-25-2017	A/P Warrant #1747	\$ 89,144.81
05-25-2017	Water Warrant #0747	\$ 2,873.51
06-01-2017	Payroll Warrant #1748	\$ 47,351.97
06-01-2017	A/P Warrant #1748	\$ 671,939.50
06-01-2017	Water Warrant #0748	\$ 13,514.43
06-08-2017	Payroll Warrant #1749	\$ 60,921.63

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

The motion carried unanimously: 4-0.

13. New Business

- Municipal 2017-18 Ratio Declaration

Finance Director Maureen Finger presented the declaration on behalf of the Assessing Agents. The ratio is at 100%; down from 105%. The declaration needs approval from the BOS and needs to be submitted to the State.

Motion: Selectman Plante made a motion to accept the Municipal 2017-18 Ratio Declaration as presented. Selectman England seconded the motion.

The motion carried unanimously: 4-0.

- Year-end Appropriation Transfers

Finance Director Maureen Finger stated the voters gave the BOS the ability to move money at the end of the fiscal year at the Manager's request for unexpected expenditures which cause budgets to go over. This year, legal expenses are more than budgeted. Ms. Finger requested transferring \$30,000.00 from Admin Health Insurance, Town Clerk Health Insurance, Planning wages and Planning Health Insurance to cover costs in the legal budget.

Motion: Chair Wright made a motion to allow the year-end appropriation transfers as presented. Selectman Pendergast seconded the motion.

The motion carried unanimously: 4-0.

- Board to make recommendation for warrant article question for Special Town Meeting August 8, 2017

Town Manager Eldridge distributed a draft article for the Sober Home. The Board needs to finalize the sum of money being sought and type of funding for the article. This needs to be finalized June 20th.

- Spirit of America Nomination

Town Manager Eldridge distributed the Spirit of America Nomination information and asked the BOS to submit any nominations to him by June 20th.

- Election of Board of Selectmen Chair and Vice Chair

Motion: Selectman England made a motion to elect Tom Wright as Chair of the Board of Selectmen. Selectman Pendergast seconded the motion.

The motion carried unanimously: 3:1 with Chair Wright opposing.

Motion: Chair Wright made a motion to elect Selectman Ed Ganiere as Vice Chair of the Board of Selectmen. Selectman England seconded the motion.

The motion carried unanimously: 4:0.

- Smoking Policy

A revised policy was distributed. A vote will take place on June 20th.

- Nepotism Policy

A revised policy was distributed. A vote will take place on June 20th.

- School Board Members

Kelly Smith, who was elected to the School Board in June, resigned due to a conflict of interest with employment. Peg Wheeler also resigned. There are now two openings. Discussion of appointing two members until the November election ensued. Denise Mallet and Travis Doiron expressed interest. The BOS requests that both interested parties come to the June 20th meeting.

- Paving Bids

Three bids were received.

	BOULANGER	LIBBY SCOTT	PIKE
Diamond Hill	\$ 40,535.00	\$ 30,392.00	\$ 34,292.00
Ali Pond	\$ 38,218.00	\$ 38,335.00	\$ 47,226.00
Haley Rd	\$ 20,048.00	\$ 20,002.00	\$ 24,858.00
Berwick St	\$ 66,756.00	\$ 61,826.00	\$ 79,954.00
Logan St	\$ 42,552.00	\$ 37,045.00	\$ 45,822.00
TOTAL	\$ 208,109.00	\$ 187,600.00	\$ 232,152.00

Motion: Selectman Plante made a motion to award the paving bid to Libby Scott at \$187,600.00. Selectman Pendergast seconded the motion.

The motion carried unanimously: 4:0.

14. Quitclaim Deeds and/or Installment Contracts

None.

15. Abatements/Supplements

None.

16. Second Public Comment

Chair Wright opened the second public comment.

Mr. Dick Moore spoke. He stated he appreciates the time the Selectmen put in. He was at home watching tonight's meeting on BCTV and during the School Budget presentation comments between Selectmen were thrown around. He stated this surprised him. The Board looked unprofessional to the

point of looking childish and almost humorous. He asked that the Board be aware that they are being viewed.

Selectman Plante thanked Peg Wheeler for her 17 years of service to the town, students, and school district and for her contribution to making a brighter future for students. The Town is grateful for her service.

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

17. Executive Session

None.

18. Other Business/Non-Agenda Items

None.

19. Adjournment

The meeting adjourned at 8:50pm.

Respectfully submitted,

**Patricia Murray
Town Clerk**

The June 6, 2017 BOS Meeting Minutes – Signed as approved at the Board of Selectmen’s June 20, 2017 Meeting.

On behalf of the Board
