

Town of Berwick



BOARD OF SELECTMEN/BOARD OF ASSESSORS MINUTES

Tuesday, September 5, 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 Joshua Plante.

Absent: Selectman Mark Pendergast

Staff Members Present: Town Manager Stephen Eldridge, Transfer Station Supervisor Neil Hokinson, and Town Clerk Patricia Murray.

3. Pledge of Allegiance

Chair Wright led the Pledge of Allegiance.

4. Approval of Meeting Minutes

- August 15, 2017

Motion: Selectman Plante moved to accept the August 15, 2017 minutes as written. Selectman Ganiere seconded the motion.

The motion carried: 3:0 with Selectman England abstaining.

5. First Public Comment

Chair Wright opened the first public comment.

Transfer Station Supervisor Neil Hokinson thanked public for their patience and understanding last Sunday when power was lost for two hours. He also noted Saturday, September 9 is the hazardous waste day at the South Berwick maintenance facility from 9am to 1pm.

Michelle Manning, Logan Street, spoke. She stated the street looks great and the speed bumps have slowed drivers down. She also stated the crew was great. Ms. Manning stated that members of the Planning Board referred her to the BOS to bring forth her concern that the town trail system would encroach on her property. If trails go through as proposed then four sides of her house would have public access. She has lived here for 25 years and does not want public access through the Logan Street neighborhood. She and her neighbors do not want to lose their privacy. She asked the Board to keep this in mind if the Trails Committee/Planning Board brought forth plans to extend the trails.

Ken Raine, Sidney Drive, spoke. He expressed thanks to whoever did the reclaiming work on Berwick Road. He also stated Old Sanford Road needs help.

Chair Wright noted that all scheduled paving is complete.

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

6. Public Hearing

None.

7. Reports of Committees

• BCTV Committee

Town Manager Eldridge reported that there are two Board openings. The Committee is looking for volunteers. Contact Lisa Huestis, chair, at lhuestis@berwickmaine.org. The program schedule is now on BCTV's webpage above streaming and displayed on the station every three hours.

• Envision Berwick

The next meeting is next week at which time a report will be forthcoming.

8. Appointments/Presentations/Other Guests

- Presentation of Proposed LUO Changes for the November 7, 2017 Referendum Ballot

Chair Wright announced that this item has been moved to September 19, 2017 BOS meeting.

9. Unfinished Business

None.

10. Town Manager Report

- Waiting to hear from Mark Kehaya, FOJ. A meeting is scheduled tentatively for September 17th with a master plan presentation for the Prime site. Oil spill is still not cleaned up; funding is being sought.
- Libby Scott did a nice job on the roads. Shoulder work is still pending but should be completed soon.
- Interviews with architects for the fire station are done. The committee will make a decision this week.

11. Selectmen Communications

Chair Wright announced the MMA annual business meeting is on Wednesday October 4, 2017 in Augusta. Town Manager Eldridge may attend. The form needs to be returned by October 3rd.

12. Approval of Warrants

08-17-2017	A/P Warrant #1807	\$ 84,597.88
08-17-2017	Water Warrant #0807	\$ 6,062.15
08-24-2017	Payroll Warrant #1808	\$ 47,244.64
08-24-2017	A/P Warrant #1808	\$ 54,394.63
08-24-2017	Water Warrant #0808	\$ 48,137.27
08-31-2017	Payroll Warrant #1809	\$ 51,298.55
08-31-2017	A/P Warrant #1809	\$122,586.94
08-31-2017	Water Warrant #0809	\$ 32,695.19
09-07-2017	Payroll Warrant #1810	\$ 58,086.35

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

- Contingency Fund for consultation; Lassel Architects

Town Manager Eldridge explained that \$8500 was previously approved by the BOS but the invoice for work Lassel Architects performed at 71 Sullivan Street came in \$950.00 over the approval amount.

Motion: Vice Chair Ganiere moved to authorize utilizing additional contingency funds in the amount of \$950.00 to pay Lassel Architects the total amount of \$9,450.00 as presented. Selectman England seconded the motion.

The motion carried unanimously: 4:0

- Contingency Fund for Fire Station Telephone Upgrade

Town Manager Eldridge explained that the telephone system upgraded last year to include water, public works and fire department phone systems. During a recent firewall breach in which internet services were lost, the phones at the Fire Department went out. This will also happen during a power outage since there is no generator at town hall for backup service. 2-Way Communications, our IT company, submitted a bid for \$2,558.28 for a new in-house telephone system at the fire station. This system would run through the Fire Department's server and generator in case of power loss. The Fire Department does not have the funds within their operating budget or their capital reserve account to cover this unanticipated expenditure. NOTE: Any outage would not affect 911 calls which goes through dispatch which is off site.

Motion: Chair Wright made a motion to authorize utilizing contingency funds in the amount of \$2558.28 for a new telephone system at the Fire Department to be purchased from and installed by 2-Way Communications as presented. Vice Chair Ganiere seconded the motion.

The motion carried unanimously: 4:0

- 2017-18 GA Maximums Adoption

The BOS received an informational packet. The Public Hearing is scheduled for September 19, 2017.

- Sidewalk Plow Bid Approval

The following bids were received:

BIDDER	OPTION 1 Sidewalk Tractor	OPTION 2 Compact Track Loader	OPTION 3 Compact Track Loader	TRADE IN ALLOWANCE
Beauregard	156,400	64,900	58,975	7,550
Jordan Equipment		48,666.12	52,886.16	
HP Fairfield	149,999			2,500

Town Manager Eldridge stated bids were requested for the Trackless style plow which is what the Town was operating for 14 years and for Bobcat style machines. Bobcat machines are not conducive for the type of work Public Works would be using it for. Trackless plows typically run about \$180,000.00. Public Works Foreman Robert Perschy and Town Manager Eldridge recommends the HP Fairfield bid for a Trackless machine. This would be a lease purchase as approved by voters at the May 9, 2017 Annual Town Meeting Election.

Motion: Vice Chair Ganiere made a motion to accept the Sidewalk Plow Bid from HP Fairfield with the trade in allowance totaling \$147,499.00 as presented. Selectman England seconded the motion.

The motion carried unanimously: 4-0.

14. Quitclaim Deeds and/or Installment Contracts

- Map R017 Lot 032

Motion: Chair Wright moved to accept the Quitclaim Deed for Map R017 Lot 032 as written. Selectman Plante seconded the motion.

The motion carried unanimously: 4-0.

15. Abatements/Supplements

- Abatement: Map/Lot R007/001-A-4, Long Swamp Road
- Abatement: Map/Lot R017/032, Off Togue Brook Road
- Abatement: Map/Lot R054/008-B-1, Jewell Lane
- Abatement: Map/Lot R054/008-B-2, Jewell Lane

The BOS requested further information be presented at the September 19, 2017 BOS meeting.

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)(A) - Discussion of Personnel

Chair Wright announced the Board did not need to enter into Executive Session.

18. Other Business/Non-Agenda Items

None.

19. Adjournment

The meeting adjourned at 6:56pm.

Respectfully submitted,

**Patricia Murray
Town Clerk**

**The September 5, 2017 BOS Meeting Minutes – Signed as approved at the Board of Selectmen’s
September 19, 2017 Meeting.**

On behalf of the Board
