



Town of Berwick

BOARD OF SELECTMEN/BOARD OF ASSESSORS MINUTES

Tuesday, January 16, 2018

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.

Board Members Absent: Selectman Mark Pendergast

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

- December 19, 2017

Motion: Vice Chair Ganiere moved to accept the December 19, 2017 minutes as written. Selectman England seconded the motion.

The motion carried: 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

None.

7. Reports of Committees

- BCTV Committee

Ms. Terri Wright, Coordinator, was present. Recent recordings include: 6 Berwick United Methodist Church services, 3 MSAD 60 school board meetings, 2 Berwick Public Library events, 3 school concerts/plays, the Berwick Christmas parade, and the Berwick Farmer’s Market PSA. Emergency tickers included parking bans, closings for inclement weather, phone issues, etc. Michelle Tavenner is a new BCTV volunteer. Jody Puffer is a new committee member. Two cameras are out for repair to the auto focus. BCTV is showing a movie called “Lost Boundaries” which was filmed in Portsmouth, NH, Kittery, Kennebunkport and is a nonfiction account of Dr. Robert Johnstone and his family. In December, 69% of all programming was done locally. The Comcast contract is still forthcoming.

- **Envision Berwick**

No update.

8. **Appointments/Presentations/Other Guests**

- Elena Solt, appointment to EBC for a two-year term ending June 30, 2020

Ms. Elena (Solt) Engle was present. She has attended four EBC meetings. She and her family moved to Berwick in 2011. Her husband grew up in Berwick and her children currently attend Hussey School. She has a government and non-profit background. She worked in Rochester with the community development block grant program. She currently works with Community Action in Strafford County.

Motion: Vice Chair Ganiere moved to appoint Elena Engle to the Envision Berwick Committee. Selectman England seconded the motion.

The motion carried unanimously: 4-0

9. **Unfinished Business**

- Award of Audit Services Bid for FYs 2018, 2019, 2020

AUDIT FIRM	THREE YEAR TOTAL			SINGLE AUDIT	SINGLE AUDIT	SINGLE AUDIT
	TOWN	WATER	PUC REPORT	FY18	FY19	FY20
RHR Smith	25,800	4,200	1,500	3,000	3,000	3,000
Ron Beaulieu & Co	32,940	3,000	1,560	1,000	1,000	1,000
Runyon Kersteen Ouellette	34,160	6,070	2,470	2,000	2,050	2,100

Motion: Chair Wright moved to award the Audit Services bid to RHR Smith for FYs 2018, 2019, and 2020 as presented. Selectman Ganiere seconded the motion.

The motion carried unanimously: 4-0

10. **Town Manager Report**

- A meeting with the Lebanon Board of Selectmen has been requested to discuss the school funding formula. Chair Wright, Vice Chair Ganiere and Selectman England can attend a meeting on Thursday, January 25th.
- The town representatives from MSAD 60 School Board will be present at the next BOS meeting on February 6 to discuss budget.
- All Town department heads have submitted their budget requests and will be meeting with Town Manager Eldridge and Finance Director Finger.

- The Budget Committee will consist of Tammy Cole, Eleanor Murphy and Ken Raines.
- The new fire trucks are at the station.
- Research on the new fire station is ongoing. A meeting will be scheduled after any land purchase.
- Public Works is doing a great job keeping the roads clear after storms.

11. Selectmen Communications

None.

12. Approval of Warrants

12-21-2017	A/P Warrant #1825	\$ 70,406.79
12-21-2017	Water A/P Warrant #0825	\$ 5,415.48
12-28-2017	Payroll Warrant #1826	\$ 55,933.58
12-28-2017	A/P Warrant #1826	\$ 159,690.76
12-28-2017	Water A/P Warrant #0826	\$ 3,393.21
01-04-2018	Payroll Warrant #1827	\$ 58,773.67
01-04-2018	A/P Warrant #1827	\$1,317,759.31
01-04-2018	Water Warrant #0827	\$ 561.90
01-11-2018	Payroll Warrant #1828	\$ 54,280.86
01-11-2018	A/P Warrant #1828	\$ 99,161.75
01-11-2018	Water Warrant #0828	\$ 5,999.62
01-18-2018	Payroll Warrant #1829	\$ 52,396.86

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

The motion carried unanimously: 4:0

13. New Business

- Alcohol and Controlled Substances Testing Policy

Town Manager Eldridge stated this is a federally mandated update to the existing substance testing policy.

Motion: Chair Wright made a motion to accept the revised Alcohol and Controlled Substances Testing Policy as presented. Vice Chair Ganiere seconded the motion.

The motion carried unanimously: 4:0

- Fireworks Ordinance

Town Manager Eldridge reported that several residents from the Jordan Street neighborhood have expressed concerns regarding fireworks being set off which causes noise and possible damage to buildings. The residents are requesting a ban of fireworks. The Police Department has responded to complaints but cannot find the origin of the fireworks being set off. Chair Wright noted that the ordinance states fireworks must be set off at least 50 feet away from combustible structures so this is an enforcement issue and banning fireworks may not mitigate the issues. Town Manager Eldridge will speak to Chief Towne.

- BCTV Policies and Procedures

Terri Wright, Coordinator, revised the existing policy and procedures.

Motion: Vice Chair Ganiere made a motion to accept the revised BCTV Policies and Procedures as presented. Selectman England seconded the motion.

The motion carried unanimously: 4:0

- **New Fire Station Land Purchase**

Town Manager Eldridge reported that after eliminating several sites, the architects agree that the lot on Cemetery Road would be ideal for a new fire station. The lot is 6.2 acres and the asking price is \$87,500.00. A water line will need to be brought in and connected to the chapel. An additional cost of \$2,000.00 to \$5,000.00 for the water line is expected. Discussion regarding a public safety building ensued. Selectman Plante asked if regionalization with South Berwick was still being considered. Chair Wright stated this has not been well received.

Motion: Selectman England made a motion to place the purchase of the land on Cemetery Road for \$87,500.00 and additional funds of up to \$5,000.00 for a water line on the June 12, 2018 Town Meeting warrant. Chair Wright 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. Ken Raine, 7 Sidney Drive, spoke. He asked if the Estabrook School property and the Police Department were one lot. Town Manager Eldridge confirmed.

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

17. Executive Session

None.

18. Other Business/Non-Agenda Items

Selectman Plante asked when the closing/transfer of the Prime property was scheduled. Town Manager Eldridge stated there is a tentative date set for January 24th but he is reluctant to say that will happen. EPA is waiting for more paperwork to be filed. Selectman Plante requested that Mark Kehaya, Fund of Jupiter, be invited to a BOS meeting to discuss the plans for the property. Town Manager Eldridge will set up a date.

19. Adjournment

The meeting adjourned at 7:09pm.

Respectfully submitted,

**Patricia Murray
Town Clerk**

**The January 16, 2018 BOS Meeting Minutes – Signed as approved at the Board of Selectmen’s
February 6, 2018 Meeting.**

On behalf of the Board
