



Town of Berwick

BOARD OF SELECTMEN/BOARD OF ASSESSORS MINUTES

Tuesday, February 6, 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, Selectmen Mark Pendergast and Selectman Joshua Plante.

Board Members Absent: none

Staff Members Present: Town Manager Stephen Eldridge, Fire Chief Plante, Police Chief Towne, Planning Tech James Bellissimo and Deputy Town Clerk Lynn Shearer.

Guests: MSAD #60 Superintendent Steve Connolly

3. Pledge of Allegiance

Chair Wright led the Pledge of Allegiance.

4. Approval of Meeting Minutes

- January 16, 2018

Motion: Vice Chair Ganiere moved to accept the January 16, 2018 minutes as written. Selectman Pendergast seconded the motion.

The motion carried unanimously: 5:0

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

Ms. Terri Wright, Coordinator, was present. Jody Puffer was going to be at tonight's meeting for an appointment, but was not feeling well. Ms. Puffer's appointment will be moved to the next Board of Selectmen's meeting on February 20, 2018. Running a Public Service Announcement for Maine Municipal Association in partner with Community Television Association of Maine looking for public service workers. Recent recorded the Ryan's House project of North Berwick. Two cameras are out for repair to fix the auto focus, unfortunately one camera is not worth fixing. Looking into new cameras, one even has the ability to run slides on the bottom that could be linked up to the score board of a game and when the score changes, that ticker automatically would change to the new score. Another individual has interest in becoming a member of BCTV and maybe an alternate. The individual has offered to assist with long-term planning. Working on a long-range plan, where BCTV is now and will be in ten years. 2014 was the last time one was done. Ms Wright heard back from Comcast on the contract, everything that both parties had agreed to is now changed back to the original contract. Town's current contract ended July 1, 2017. Will be presenting the changes back to Comcast.

• Envision Berwick

Serena Galleshaw, member was present. Ms. Galleshaw was looking for authorization of \$970 from Envision Berwick's budget to cover survey work for the PSNH parcel. Selectmen Pendergast ask Ms Galleshaw to put on hold on asking for authorization. Selectmen Pendergast will speak with the owner to see if he might be able to do it at no cost. Ms Galleshaw asked if a motion could be made nevertheless.

Motion: Selectmen Pendergast moved to authorize \$975 for a continuing survey of the river front. Selectman England seconded the motion.

The motion carried unanimously: 5-0

Ms Galleshaw requested funds from the Impact Fee for the Great Falls project for design service. Phase One in the amount of \$2,475 and Phase Two in the amount of \$2,405.

Motion: Chair Wright moved to use funds from the Impact Fees to fund the design study for the river front parcel to be done in two phases. Phase one in the amount of \$2,475 and Phase Two in the amount of \$2,405. Vice Chair Ganiere seconded the motion.

The motion carried unanimously: 5-0

Ms Galleshaw brought up the joint meeting that was held in late 2017 with the Planning Board, BOS and Envision Berwick; the board was asking what other municipalities put into their credit enhancement agreements. Town Manager Eldridge has seen credit enhancements be incentives relating to job / wages, but all of them are different.

8. Appointments / Presentations / Other Guests

• Other Guests, MSAD #60 School Board Members

Superintendent Steve Connolly presented FY 18/19 School Budget. Chair Wright explained that this an informal meeting only. Superintendent Connolly informed the board with the lost revenues and subsidies, increase in expenses, the budget is looking at a 6% increase. Contributing factors include wages and benefits, increasing in new enrollment of students resulting in hires of additional teachers, increasing in

students receiving services. An informative discussion continued on the district with information about on the upcoming FY 18/19 year.

Chair Wright spoke about the meeting the Board had with the Town of Lebanon Select Board, on January 25, 2018; addressed the school funding formula. Reviewed how the funding formula is allocated with the different towns. Doing diligence for the Town of Berwick. Discussion continued.

- Appointment of Code Enforcement Officer / Building Inspector / Local Plumbing Inspector

Motion: Chair Wright moved to appoint Mark Arenberg as Code Enforcement Officer as NFPA 101 Life Safety Code Administrator without term. Selectman Pendergast seconded the motion.

The motion carried unanimously: 5-0

Motion: Chair Wright moved to appoint Mark Arenberg as Local Plumbing Inspector without term. Selectman Plante seconded the motion.

The motion carried unanimously: 5-0

Motion: Chair Wright moved to appoint Mark Arenberg as Building Inspector without term. Selectman Ganiere seconded the motion.

The motion carried unanimously: 5-0

- Appointment for BCTV

Jody Puffer is not feeling well and will be moved to the next BOS meeting on February 20, 2018.

9. Unfinished Business

- New Fire Station Land Purchase

Will be moved under Executive Session.

Chair Wright mentioned the new preliminary plans from Port City Architecture of Portland, Maine for the new Fire Station. The designs are available for review at the Town Hall. Talk also include a new Police Station and Safety Building. Preliminary cost around \$4 million, to include the Police Station and Safety Building would be an additional \$2 million.

10. Town Manager Report

- Received the MS4 Review includes some recommendations that the DEP is making. Otherwise Town is doing an excellent job.
- Comparisons for the Estabrook Doiron property value, town has it valued at \$1.2 million, comparisons are around \$400,000 to \$500,000.
- Mr Mark Kehaya will be at the Town Hall next week. Looking at closing on the Prime Tanning property the end of February 2018 or the early March 2018.

11. Selectmen Communications

None.

12. Approval of Warrants

1/18/2018	A/P Warrant #1829	\$ 72,844.13
1/18/2018	Water A/P Warrant #0829	\$ 1,606.86
1/25/2018	Payroll Warrant #1830	\$ 48,207.67
1/25/2018	A/P Warrant #1830	\$ 96,894.77
1/25/2018	Water A/P Warrant #0830	\$ 2,998.72
2/01/2018	Payroll Warrant #1831	\$ 50,584.19
2/01/2018	A/P Warrant #1831	\$746,616.73
2/01/2018	Water Warrant #0831	\$ 5,861.42
2/08/2018	Payroll Warrant #1832	\$ 46,417.37

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

The motion carried unanimously: 5:0

13. New Business

- Selectman Plante mentioned Impact Fees putting a cap on new growth, something what other towns are doing.

Selectman Plante asked Chief Timothy Towne about assets seized during arrests and what happens to the assets. Chief Towne responded that the police follow the letter of law.

14. Quitclaim Deeds and / or Installment Contracts

None.

15. Abatements / Supplements

None.

16. Second Public Comment

Chair Wright opened the second public comment.

Ms. Ruth Bleau, 64 Pine Hill MHP, spoke. She asked if the green space located on the Prime Tanning property would be safe for installing a children's playground. Town Manager Eldridge confirmed that the green space has a permanent layer on it and any digging going forward would need to get DEP approval. Need to discuss with Mark Kehaya, Fund of Jupiter and the Board of Selectmen who will be reasonable for the green space - Mr Kehaya or remain with the Town of Berwick. Ms Bleau inquired if the drain located on the green space would be taken care before the property is transferred. Chair Wright stated the any items will need to be corrected before the DEP would sign off. Mr Kehaya has been invited to a BOS meeting to discuss the plans for the property. Town Manager Eldridge is working on set up a date.

Ms Denise Mallett, 47 Love Brook Road, watched the January 25, 2018 meeting with the Town of Lebanon, Board of Selectmen and the Town of Berwick's Selectmen and was inquiring about the handouts that were at the meeting. Town Manager Eldridge will forward the information. Ms Mallett, inquired about all of the storage units going in and with Central Maine Power cutting down trees is there any light ordinance in place with regards to businesses. Chair Wright indicated in under the code ordinances something pertains to the dark sky is in place.

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

17. Executive Session

Executive Session

- Title 1 §405(6)(C) – Acquisition of Real Estate Property

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

The motion carried unanimously: 5 – 0.

The Board entered into Executive Session at 8:02pm.

The Board adjourned its regular meeting at 8:51pm. Chair Wright noted no actions were made during the Executive Session.

18. Other Business / Non-Agenda Items

None.

19. Adjournment

The meeting adjourned at 8:52pm.

Respectfully submitted,

**Lynn Shearer
Deputy Town Clerk**

The February 6, 2018 BOS Meeting Minutes – Signed as approved at the Board of Selectmen’s February 20, 2018 Meeting.

On behalf of the Board
