



# Town of Berwick

## BOARD OF SELECTMEN/BOARD OF ASSESSORS MINUTES

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Tuesday, March 20, 2018

6:30pm

Selectmen's Room  
11 Sullivan Street  
Berwick, ME 03901

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### 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 (6:36).

Board Members Absent: Selectman Mark Pendergast

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

- March 6, 2018

**Motion:** Vice Chair Ganiere moved to accept the March 6, 2018 minutes as written. Selectman England seconded the motion.

**The motion carried: 2:0 with Chair Wright abstaining**

### 5. First Public Comment

Chair Wright opened the first public comment.

Mr. Jay Wheeler, Berwick Sewer District, spoke. The Sewer District is requesting an article be placed on the Town Warrant in June for funds to assist in repayment of the District's debt service as a result of repairing both pump stations to accommodate for growth of the downtown area. Chair Wright stated he would address this later in the agenda.

Ms. Tammy Cole, Ali Pond, spoke. She commended the three Board members present for their participation in the previous night's meeting with North Berwick, Lebanon and MSAD 60. She stated the Board was professional, informative and she is pleased with the outcome.

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 stated there is still no response from Comcast regarding the final contract which was agreed upon.

The BCTV Committee held a meeting and set some ambitious goals for the coming year.

- **Envision Berwick**

No report.

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

None.

**9. Unfinished Business**

Chair Wright invited Mr. Wheeler back to the podium. Mr. Wheeler and Mr. Mike Tibbetts explained the request for \$36,386. This is 50% of the debt from rebuilding the Rochester Street pump station and the School Street pump station. The Sewer Board would like to stop asking the town for this money, but they feel they are three years away from being solvent enough to do that. If the Sewer District paid the \$36,386 itself, it would mean a yearly increase of \$27.40 per unit to cover the cost. Mr. Tibbetts reported the improvements made at the plant.

Discussion ensued regarding the District becoming a Town Department.

Ms. Eleanor Murphy spoke in support of the warrant article.

Selectman Plante asked how receiving the money would affect the sewer rate. Mr. Wheeler stated the rate would have to change if they didn't receive the money. Selectman Plante asked if there was room for negotiation. Mr. Tibbetts replied if the full amount is not there, it would have to come from somewhere.

Chair Wright and Town Manager Eldridge noted that the Town has had many unexpected expenses this year and the proposed budget is flatlined. Mr. Eldridge stated many necessary repairs to Town Hall, roads and equipment are being neglected due to lack of money available for repairs. Discussion of the Sewer District's revenue ensued.

**10. Town Manager Report**

Town Manager Eldridge reported the following:

- Town Manager Eldridge spoke with Hershey Hirschkop, The Housing Partnership, regarding the Estabrook School property. She inquired about a cost to purchase the property. Town Manager Eldridge asked the Board to consider this for the April 3<sup>rd</sup> meeting.

- Deputy Town Clerk Lynn Shearer received certification to become a Certified Clerk of Maine from Maine Town and City Clerks Association. He commended her for this accomplishment.

**11. Selectmen Communications**

Chair Wright reported that he received a notice from Comcast regarding channel changes. Every subscriber will see the changes with their bill.

**12. Approval of Warrants**

<b>03-08-2018</b>	<b>A/P Warrant #1836</b>	<b>\$ 81,005.99</b>
<b>03-08-2018</b>	<b>Water A/P Warrant #0836</b>	<b>\$ 5,118.95</b>
<b>03-15-2018</b>	<b>Payroll Warrant #1837</b>	<b>\$ 54,619.90</b>
<b>03-15-2018</b>	<b>A/P Warrant #1835</b>	<b>\$ 68,624.37</b>
<b>03-15-2018</b>	<b>Water A/P Warrant #0837</b>	<b>\$ 1,456.23</b>
<b>03-22-2018</b>	<b>Payroll Warrant #1838</b>	<b>\$ 51,112.79</b>

**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**

- Foreclosed Properties

Finance Director Maureen Finger reported there are currently 8 properties that the Town foreclosed on for unpaid 2016 taxes. There is one property which has had an “extension” on the foreclosure date. The State of Maine filed a bail lien in January on the property so the Town was required to mail the State of Maine a 45-30 Day Foreclosure Notice as party of interest with the foreclosure date extended to March 12, 2018.

Four of the properties are under current repurchase agreements and are making their required monthly payments.

The remaining four properties are all mobile homes, one is in a park and three are on their own land.

Property Locations:

17 Cranberry Meadow Road: currently under repayment plan

68 Mayflower Lane: currently under repayment plan

19 Annie St: currently under repayment plan

9 Tiffany Lane: currently under repayment plan

22 Sunrise Hill MHP

196 Little River Road

33 Durant Road

2 Moose Lane

**Motion:** Vice Chair Ganiere made a motion to send official notification to the listed foreclosures with the option to repurchase as presented. Selectman England seconded the motion.

**The motion carried unanimously: 4:0**

- Pole License Petitions

Town Manager Eldridge requests permission to sign the Pole Petition for 1 new pole 59/26A(LTS 9H) on the corner of Bassett Road and Wentworth Road.

**Motion:** Chair Wright made a motion to authorize Town Manager Eldridge to sign the Pole Petition as presented. Vice Chair Ganiere seconded the motion.

**The motion carried unanimously: 4:0**

- Transfer Station Survey

Town Manager Eldridge stated a survey was conducted because of complaints about traffic flow at the Transfer Station. Since recycling has increased the congestion getting from the recycling bin to the garbage bin is difficult.

The survey, which was available online and at the transfer station, generated 314 responses. Suggestions were made for hour changes; opening more weekdays and closing Sundays and opening the Swap Shop during the week only. The one change that will be immediately implemented is changing the bins so traffic can flow easier.

Town Manager Eldridge asked the Board to revisit this item on April 3<sup>rd</sup>.

- Board Recommendations for June 12, 2018 Town Meeting Warrant

The Board voted for warrant articles for the June 12<sup>th</sup> Town Meeting Warrant as follows:

Articles 1 – 2: N/A

Articles 3 – 13: YES 4:0

Article 14: YES 3:1

Articles 15 – 32: YES 4:0

Article 33: YES 3:1

Articles 34 – 44: YES 4:0

Article 45: NO 2:1 (1 abstention)

#### **14. Quitclaim Deeds and/or Installment Contracts**

None.

#### **15. Abatements/Supplements**

- Supplement: Map R067 Lot 1-1

Maureen Finger, Finance Director, stated the supplemental warrant is due to the property receiving an occupancy permit in April 2016. There was no assessment done at that time and the property owner was not issued a tax bill for the current year.

**Motion:** Vice Chair Ganiere made a motion to accept the Supplemental Warrant for Map R067 Lot 1-1 as presented. Selectman England seconded the motion.

**The motion carried unanimously: 4:0.**

#### **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**

None.

**18. Other Business/Non-Agenda Items**

Chair Wright sent an email to the Board members regarding the use of electronics during public meetings. He also asked Town Manager Eldridge to receive some guidance from the Town Attorney. Chair Wright has had several questions from the public on this matter.

Selectman Plante stated he is the one who particularly uses a cell phone and is the only one to bring a computer to meetings. He stated he has not received any messages, emails or calls about his use of electronics, but he feels that if anyone has questions they could contact him. He feels this is being driven because it's him that is using electronics during meetings.

**19. Adjournment**

The meeting adjourned at 7:58pm.

**Respectfully submitted,**

**Patricia Murray  
Town Clerk**

**The March 20, 2018 BOS Meeting Minutes – Signed as approved at the Board of Selectmen’s April 3, 2018 Meeting.**

**On behalf of the Board**

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