



Town of Berwick

BOARD OF SELECTMEN/BOARD OF ASSESSORS MINUTES

Tuesday, April 3, 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, Selectman Mark Pendergast and Selectman Joshua Plante.

Board Members Absent:

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

- April 3, 2018

Motion: Vice Chair Ganiere moved to accept the April 3, 2018 minutes as written. Selectman England seconded the motion.

The motion carried: 4:0 with Selectman Pendergast abstaining.

5. First Public Comment

Chair Wright opened the first public comment.

Mr. Don Young, Bridge Street, spoke. He reported that the Berwick Historical Society is hosting a program on April 18 at the library at 7pm. The program is about the sister city relationship with Tuskegee, Alabama.

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

6. Public Hearing

None.

7. Reports of Committees

• BCTV Committee

Ms. Terri Wright, Coordinator, was present. Ms. Wright reported that programming is at 70 local and 30 alternative. From May 2016 to May 2017 there were 30 locally produced programs; from mid-May to March there were 98 programs. Jody Puffer is no longer available to join the BCTV Committee. Michelle Tavenner is also unavailable for videotaping. Tammy Jackson Cole is starting to edit for BCTV and Ralph Morang is covering library events. This month's videos include chapel services at the cemetery, BUMC Easter early morning sunrise service, Chamber of Commerce talk, The Berwick Historical Society Program; We the People, the Navy Prison and The Many Faces of Berwick episode 3.

• Envision Berwick

Mr. Derek White was present. The Community Engagement Academy is scheduled for April 12th in the BOS Room from 8am to 5pm. This is a partnered event with Somersworth Chamber of Commerce. The Economic Development Committee has been putting their focus on the Prime Tanning site. The Recreation Committee has been very active.

8. Appointments/Presentations/Other Guests

• Tom Wright to Coast Bus Board of Directors

Coast Bus has an opening on the Board of Director's. Chair Wright is volunteering for the position. The meetings are held once monthly.

Motion: Vice Chair Ganiere moved to appoint Chair Wright to the Coast Bus Board of Director's to represent Berwick. Selectman England seconded the motion.

The motion carried: 4:1

9. Unfinished Business

• Transfer Station Survey

Town Manager Eldridge stated recommendations from the Board included: keeping hours the same, closing the Swap Shop on weekends, moving the bins to accommodate a smoother traffic flow. Town Manager Eldridge discussed the recommendations with Robert Pershey, Public Works Supervisor, and Neil Hokinson, Transfer Station Supervisor. They all agreed to keep the hours the same (Tuesdays, Saturdays, and Sundays 8-4), to close the Swap Shop on weekends, and to move bins to improve traffic flow. The changes will take effect the first week of June.

Selectman England asked Town Manager Eldridge to consider changing the Tuesday hours to Thursdays. Chair Wright suggested eliminating the Swap Shop entirely. Selectman Ganiere expressed his concern about people crossing through traffic to access the recycle or household trash bins. The Board will re-evaluate this item once changes have been implemented.

• Estabrook Property

Town Manager Eldridge stated the estimated appraisal would be roughly \$200,000 to \$300,000. He advised the Board to think about future plans for this property.

• Electronics Policy

Chair Wright introduced the Electronics Device Use Policy which is a result of complaints he received from members of the public about Selectmen using cell phones during meetings; they felt it was disrespectful. Use should be limited to emergencies. Selectman Plante questioned who complained. Chair Wright responded that several members of the public had complained. Selectman Plante stated this issue was mentioned last summer when Chair Wright mentioned complaints about Selectman Plante's cell phone use. Selectman Plante asked Chair Wright to forward the complaints to him at that time and he would explain why he used his cell phone during a meeting. He never received the complaints. He stated he used his phone during the February 20, 2018 meeting to converse with a resident attending the North Berwick Board meeting. The information was pertinent and Selectman Plante informed the public of the information he received via cell phone texts. He stated he has used his computer to retrieve information pertaining to meetings such as the MSAD60 budget statistics, to check math, and specifically to bring up his complaints with the Thomas Agency regarding personal property payment collection. He stated this policy is a direct response to him. Chair Wright replied that the people who complained are intimidated by Selectman Plante and wish to remain anonymous and asked for confidentiality. Selectman Plante spoke of FOIA requests received from Chair Wright requesting Selectman Plante's emails/texts for the last four months. He has reached out to the ACLU because he feels this is an infringement on those residents who reached out to him and he would breach their confidentiality if he supplies the requested information.

Selectman Pendergast questioned the policy stating there shouldn't be constraints place on the Board members. They all agree not to use cell phones or computers unless necessary. Discussion ensued regarding use of electronic devices during meetings and the necessity of a policy.

Motion: Vice Chair Ganiere moved to adopt the Electronics Device Use Policy as presented. Selectman England seconded the motion.

The motion carried: 4:1

10. Town Manager Report

Town Manager Eldridge reported the following:

- He received a letter from The Maine Historical Preservation Commission stating that the chapel at the cemetery has been nominated to go on the register. Chair Wright noted the cemetery has made several improvements to the chapel.
- Port City Architecture will attend the May 1, 2018 Board of Selectman Meeting to present the public safety building design draft.

11. Selectmen Communications

Chair Wright received a letter from Comcast regarding new channels and price increases.

Selectman Pendergast asked about Love Brook Road being cleaned up by the Town. The Town lists Love Brook Road as a discontinued road and is not responsible for maintaining it. Selectman Pendergast asked if the Town could supply some gravel and level the road. Discussion ensued regarding discontinued and abandoned roads and a private company completing road improvements on Love Brook.

12. Approval of Warrants

03-22-2018	A/P Warrant #1838	\$ 181,806.03
03-22-2018	Water A/P Warrant #0838	\$ 4,453.76
03-29-2018	Payroll Warrant #1839	\$ 64,024.21
03-29-2018	Water A/P Warrant #0839	\$ 3,779.02

04-05-2018 Payroll Warrant #1840 \$ 46,253.99

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

The motion carried unanimously: 5:0

13. New Business

- Comcast Franchise Agreement Renewal

Town Manager Eldridge stated the agreement is finalized. Highlights include:

- 15-year contract as recommended by Tony Vigue, Consultant.
- Franchise fees have increased from 2.5% to 5%.
- Extensions are planned for Diamond Hill and Little River Road. This will take up to 18 months.
- An additional operating channel has been added.
- Another channel can be added within 10 years if necessary.

Motion: Vice Chair Ganiere made a motion to accept and sign the Comcast Franchise Agreement as presented. Selectman Pendergast seconded the motion.

The motion carried unanimously: 5:0

14. Quitclaim Deeds and/or Installment Contracts

None.

15. Abatements/Supplements

None.

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

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

The motion carried unanimously: 5:0.

The Board entered into Executive Session at 7:14pm.

The Board adjourned its regular meeting at 7:14pm. Chair Wright noted no actions would be made during the Executive Session.

18. Other Business/Non-Agenda Items

19. Adjournment

The meeting adjourned at 7:14pm.

Respectfully submitted,

Patricia Murray
Town Clerk

The April 3, 2018 BOS Meeting Minutes – Signed as approved at the Board of Selectmen’s April 17, 2018 Meeting.

On behalf of the Board
