



Town of Berwick

BOARD OF SELECTMEN/BOARD OF ASSESSORS MINUTES

Tuesday, May 1, 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, Fire Chief Dennis Plante, Firefighter Joel Barnes, Water Plant Supervisor Chris Weisman and Town Clerk Patricia Murray.

3. Pledge of Allegiance

Chair Wright led the Pledge of Allegiance.

4. Approval of Meeting Minutes

- April 17, 2018

Motion: Vice Chair Ganiere moved to accept the April 17, 2018 minutes as written. Selectman Pendergast seconded the motion.

The motion carried: 4:0 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. She reported that BCTV is now Wi-Fi connected with a camera that will allow live video at events at the Town Hall area. Tammy Cole is volunteering her time editing. Kevin Gray is also volunteering for videotaping. Ms. Wright is waiting to hear from Comcast about the extension lines.

- **Envision Berwick**

No report.

8. Appointments/Presentations/Other Guests

- Port City Architecture; Fire Station/Public Safety Building

Port City Architecture was not present. Town Manager Eldridge will reschedule for May 15, 2018.

Chair Wright reported that BCTV published a video outlining the needs for a new station and the three sites being considered.

9. Unfinished Business

None.

10. Town Manager Report

Town Manager Eldridge reported the following:

- He has calls into Mark Kehaya, Funds of Jupiter, and his lawyer.
- 71 Sullivan Street will be leveled this spring which will allow for approximately 30 -40 parking spaces for the recreation fields.
- Brendan Reil has been hired as a Police Officer with the Police Department.
- Kyle Lavoie has been hired as a Firefighter with the Fire Department.
- Calls regarding the Transfer Station Second Hand Shop have been coming in. Residents are upset that the shop will be closed on the weekends.
- Summer Camp registrations are coming in and the camp will be open for 7 weeks this summer.
- The MMA Legislative Policy Committee is seeking committee members. If any of the Board Members are interested please let Mr. Eldridge know.
- The Board requested a joint meeting with the Planning Board to discuss growth control. Town Manager Eldridge will schedule.

11. Selectmen Communications

None.

12. Approval of Warrants

04-19-2018	A/P Warrant #1842	\$ 80,406.67
04-19-2018	Water A/P Warrant #0842	\$ 6,901.18
04-26-2018	Payroll Warrant #1843	\$ 55,640.04
04-26-2018	A/P Warrant #1843	\$ 89,409.64
04-26-2018	Water A/P Warrant #0843	\$ 9,171.79
05-03-2018	Payroll Warrant #1844	\$ 51,904.23

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

- Water Department Filter Rehabilitation Bids

Town Manager Eldridge reported this is a Trident Filter Rehabilitation project to rehab the infrastructure of the filter system. Four bids were received.

BIDDER	CONTRACT PRICE	BID DEPOSIT
Infrastructure Construction	\$163,000	Bid Bond 5%
PRB Construction	\$147,550	Bid Bond 5%
Schebon Construction	\$152,000	Bid Bond 5%
Penta	\$135,300	Bid Bond 5%

Town Manger Eldridge and Water Department Chief Operator Chris Weisman recommend accepting the bid from Penta at \$135,300.00.

Motion: Vice Chair Ganiere made a motion to accept and award the Water Department Filter Rehabilitation Bid to Penta as presented. Selectman Pendergast seconded the motion.

The motion carried unanimously: 5:0

- Town Hall Use Policy revision - review

Town Manager Eldridge reported the auditorium has had a lot of use with Farmer’s Market, Our Theatre Company etc. The fees have not been adjusted since 2008. The fees cover costs of cleaning, paper goods, electricity etc.

Motion: Vice Chair Ganiere made a motion to accept the revision to the Town Hall Use Policy as presented. Selectman England seconded the motion.

The motion carried unanimously: 5:0

- Set Public Hearing Date for the June 12th Annual Town Election

Town Clerk Patricia Murray requested the Public Hearing for the June 12th Annual Town Election be set for June 5th since the presentation from Port City Architecture is now set for May 15th.

Motion: Selectman Ganiere made a motion to set the Public Hearing Date for the 2018 Town Warrant on June 5, 2018. Selectman England seconded the motion.

The motion carried unanimously: 5:0.

NOTE: The Public Hearing must be set for May 15, 2018 to comply with State law. The Board will rescind their motion at the May 15, 2018 meeting.

- Set Polling Hours for the June 12th Annual Town Election

Town Clerk Patricia Murray requested polling hours from 8:00am to 8:00pm on June 12th for Town election.

Motion: Vice Chair Ganiere made a motion to accept the Town Meeting polling hours from 8am to 8pm on June 12, 2018. Chair Wright seconded the motion.

The motion carried unanimously: 5:0.

14. Quitclaim Deeds and/or Installment Contracts

- Quitclaim Deed: Map R045 Lot 024-000-000

The installment contract has been fulfilled and the Town will convey the property back to the previous owner.

Motion: Chair Wright made a motion to accept the Quitclaim Deed for Map R045 Lot 024-000-000 as presented. Vice Chair Ganiere seconded the motion.

The motion carried unanimously: 5:0.

15. Abatements/Supplements

- Abatement: 11 Wilson Street, Map U004 Lot 145

This request is due to the property being located in the TIF district. The owner thought there would be no increase of value once the TIF district was established. The assessing staff recommends a denial of the abatement request.

Motion: Vice Chair Ganiere made a motion to deny the abatement for 11 Wilson Street, Map U004 Lot 145 as presented. Selectman Pendergast seconded the motion.

The motion carried unanimously: 5:0.

- Abatement: 101 Love Brook Road, Map R063 Lot 3-F

This request is due to the current owner thinking the assessed value is greater than the current market value. The owner rescinded the application and the Assessing staff recommend a denial of the abatement request.

Motion: Vice Chair Ganiere made a motion to deny the abatement for 101 Love Brook Road, Map R063 Lot 3-F as presented. Selectman England seconded the motion.

The motion carried unanimously: 5:0.

- Supplement: 115 Old Pine Hill North, Map U007 Lot 047

This request is due to the property being placed in farmland classification in 2009. The current owner is not using the property as farmland. The owners have been notified of the \$934.03 supplemental warrant.

Motion: Vice Chair Ganiere made a motion to accept the supplemental warrant for 115 Old Pine Hill North, Map U007 Lot 047 as presented. Selectman England seconded the motion.

The motion carried unanimously: 5:0.

- Supplement: Old Pine Hill North, Map R036 Lot 26

This request is due to the property being placed in farmland classification in 2009. The current owner is not using the property as farmland. The owners have been notified of the \$12,340.44 supplemental warrant.

Motion: Vice Chair Ganiere made a motion to accept the supplemental warrant for Old Pine Hill North, Map R036 Lot 26 as presented. Selectman Pendergast seconded the motion.

The motion carried unanimously: 5:0.

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

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

Selectman Plante asked if the personnel session was to discuss the same item that had previously been discussed in executive session on March 6, 2018. Chair Wright confirmed. Selectman Plante requested that Chair Wright recuse himself from the discussion.

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

The motion carried: 4:1 with Selectman Plante opposing. Selectman Plante did not attend the executive session.

The Board entered into Executive Session at 7:28pm.

The Board resumed its regular meeting at 8:15pm. Chair Wright noted the Board discussed Town Manager Eldridge’s contract and evaluation.

Motion: Chair Wright made a motion to extend Town Manager Eldridge’s contract for a three-year term and accept all conditions and terms as presented in the contract. Vice Chair Ganiere seconded the motion.

The motion carried: 4:0

18. Other Business/Non-Agenda Items

None.

19. Adjournment

The regular meeting adjourned at 8:18pm.

Respectfully submitted,

**Patricia Murray
Town Clerk**

The May 1, 2018 BOS Meeting Minutes – Signed as approved at the Board of Selectmen’s May 15, 2018 Meeting.

On behalf of the Board