



Town of Berwick

BOARD OF SELECTMEN/BOARD OF ASSESSORS MINUTES

Tuesday, September 18, 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 Ed Ganiere, Selectman Rebecca England, and Selectman Kenneth Manning, Jr.

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

- September 4, 2018

Selectman Manning pointed out that Item 13C: Town Clerk request to close Customer Service on November 6th for Election, should read "The Motion Carried: 4:0 with Selectman Manning recused".

Motion: Vice Chair Ganiere moved to accept the September 4, 2018 minutes as amended. Selectman England seconded the motion.

The motion carried: 4:0

5. First Public Comment

Chair Wright opened the first public comment.

Mr. Bill Langley, Cranberry Meadow Road, spoke. He has concerns about the pavement marking lines at the Transfer Station which he believes will lead to accidents forcing drivers to back into traffic. Town Manager Eldridge responded that the lines were placed to help with traffic flow. Mr. Langley also asked why the Swap Shop is not open on the weekend. Selectman England responded that the parked cars

staying at the Swap Shop for hours caused traffic congestion. Chair Wright stated the Board would take Mr. Langley's comments under advisement.

Ms. Martha Lapierre, 172 Pine Hill Road, spoke. She has concerns about Gerry Letart, owner of 170 Pine Hill Road, dumping debris on the property. She had brought this matter to the Town Manager before and the Code Enforcement Officer had given Mr. Letart a warning four years ago. Ms. Lapierre distributed pictures of the property to the Board. Town Manager Eldridge stated he would visit the property with the Code Enforcement Officer.

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

6. Public Hearing

- 2018-2019 GA Maximums Adoption

Chair Wright opened the public hearing.

2018 General Assistance Maximums Reference Sheet-York Cty HMFA **2019**
Oct 1, 2018 to Sept 30, 2019

OVERALL MAXIMUMS					Housing Maximums					ELECTRIC																							
Persons in Household					UNHEATED		Heated			NOTE: For an electrically heated dwelling also see "Heating Fuel" maximums below. But remember, an applicant is not automatically entitled to the "maximums" established applicants must demonstrate need. 1) Electricity Maximums for Households <u>Without</u> Electric Hot Water: The maximum amounts allowed for utilities, for lights, cooking and other electric uses excluding electric hot water and heat.																							
1	2	3	4	5	BEDROOM	Weekly	Monthly	Weekly	Monthly																								
1	2	3	4	5	0	140	600	163	701	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Number in Household</th> <th>Weekly</th> <th>Monthly</th> </tr> </thead> <tbody> <tr><td>1</td><td>\$14.00</td><td>\$60.00</td></tr> <tr><td>2</td><td>\$15.70</td><td>\$67.50</td></tr> <tr><td>3</td><td>\$17.45</td><td>\$75.00</td></tr> <tr><td>4</td><td>\$19.90</td><td>\$86.00</td></tr> <tr><td>5</td><td>\$23.10</td><td>\$99.00</td></tr> <tr><td>6</td><td>\$25.00</td><td>\$107.00</td></tr> </tbody> </table> NOTE: For each additional person add \$7.50 per month. 2) Electricity Maximums for Households <u>With</u> Electrically Heated Hot Water: The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses excluding heat.			Number in Household	Weekly	Monthly	1	\$14.00	\$60.00	2	\$15.70	\$67.50	3	\$17.45	\$75.00	4	\$19.90	\$86.00	5	\$23.10	\$99.00	6	\$25.00	\$107.00
Number in Household	Weekly	Monthly																															
1	\$14.00	\$60.00																															
2	\$15.70	\$67.50																															
3	\$17.45	\$75.00																															
4	\$19.90	\$86.00																															
5	\$23.10	\$99.00																															
6	\$25.00	\$107.00																															
766	884	1,098	1,487	1,515	1	160	688	189	812																								
Household of 6 = 1,590					2	203	875	236	1,013																								
* Add \$75 for each additional person					3	274	1,201	323	1,388																								
					4	274	1,201	326	1,403																								
FOOD MAXIMUMS			PERSONAL CARE & HOUSEHOLD SUPPLIES																														
Persons	Weekly	Monthly	Number in Household			Weekly Amount		Monthly Amount																									
1	44.65	192	1-2			\$10.50		\$45.00																									
2	82.09	353	3-4			\$11.60		\$50.00																									
3	117.44	505	5-6			\$12.80		\$55.00																									
4	149.30	642	7-8			\$14.00		\$60.00																									
5	177.21	762	NOTE: For each additional person add \$1.25 per week or \$5.00 per month.																														
6	212.56	914																															
7	235.12	1,011																															
8	268.60	1,155																															
Add \$144 per month for each + person																																	
HEATING FUEL				SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5																													
Month	Gallons	Month	Gallons	Number of Children			Weekly Amount		Monthly Amount																								
September	50	January	225	1			\$12.80		\$55.00																								
October	100	February	225	2			\$17.40		\$75.00																								
November	200	March	125	3			\$23.30		\$100.00																								
December	200	April	125	4			\$27.90		\$120.00																								
		May	50	NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.																													
1-800-442-6003										Revised 8/31/18 SLR																							

There being no public comments, Chair Wright closed the public hearing.

Motion: Chair Wright moved to adopt the 2018-2019 General Assistance Maximums. Vice Chair Ganiere seconded the motion.

The motion carried: 4:0

7. Reports of Committees
• **BCTV Committee**

After much consideration and research, BCTV recommended to the committee that they stay with Telvue for upgrades.

Telvue maintenance and ongoing costs for posting to the on-demand site, loading to archive.org, and other services such as streaming and Roku were either lower or very close to their competitors. We can add in piecemeal – purchasing some this year and the remaining next year. Total cost for the server upgrade with ability to stream will be around \$25,000, with additional purchases next year around \$5000. Unfortunately, we need space. These extra units will need to go into the current rack and with everything we have on it now, that would be difficult. The goal since 2014 was to have a separate area for the broadcast technician to work from when recording. We also need space to talk with residents, conduct training on equipment, and not interfere with meetings and rec. This would be a space for editors, a space to conduct interviews and record new shows.

Changes have been made to the daily program guide. You can now visit our webpage at www.berwickmaine.org/bctv and scroll down below the weekly guide for daily program guide. Click on it and a new window will open that has a calendar in the upper left corner and the scheduled programs for that day listed in the center. This gives the beginning and ending time, future dates and times it will show, and if it is in our on-demand site, you can click to watch now. You can also click on the calendar days to see what will play tomorrow or Friday. The station is typically programmed on Saturday or Sunday in order to get all of the programs recorded or edited during the week included.

Town of Bristol support letter: Charter/Spectrum (Time Warner) has been channel slamming local access stations – moving their long-term lower channel listing to the 3000 range. BCTV is asking the Board of Selectmen to review the letter to Charter Communications, sign and send in support. The letter supports keeping the Town of Bristol's channel number as is and not changing it to a higher channel number.

Information regarding the PEG Bill and FCC changes has been supplied to the Board and the Town Manager.

Motion: Vice Chair Ganiere moved to sign the Town of Bristol letter of support as presented. Selectman England seconded the motion.

The motion carried: 4:0

• **Envision Berwick**

Mr. James Bellissimo submitted the following:

Saturday, September 22, will be a busy day in Berwick's Downtown as the following are happening:

- The Library is hosting a Farmer's Market
- The Historical Society is hosting a yard sale at Town Hall
- Envision Berwick is hosting a workday at Great Falls Park
- Envision Berwick is hosting an educational session on Prime regarding remediation efforts and next steps from 9-2
- Hilton Park will be performing live at the Prime Green Space at noon
- Cornerpoint Brewery opens

8. Appointments/Presentations/Other Guests

- Coast Bus Comprehensive Operations Analysis – Rad Nichols

Rad Nichols, Executive Director, was present. Over the next 22 months, Coast Bus will be taking a comprehensive look at its entire public transit system to potentially discover new opportunities to better serve the region as it is today and into the foreseeable future. Stakeholders are strongly being urged to take an active role in helping Coast determine how to best meet the changing needs of their current and future customers. There will be multiple public forums, hearings and meetings. Information can be found at www.coastbus.org/OurFuture.

- Jennifer McCabe appointment to Recreation Commission – 3-year term

Ms. Jennifer McCabe was present. She is a local resident and her children are active in Berwick athletics. Ms. McCabe has served on both Berwick Baseball and Soccer boards and would appreciate an opportunity to serve on the Recreation Commission.

Motion: Vice Chair Ganiere moved to appoint Jennifer McCabe to the Recreation Commission for a three-year term ending June 30, 2021. Selectman Manning seconded the motion.

The motion carried: 3:0 with Selectman England abstaining.

9. Unfinished Business

None.

10. Town Manager Report

Town Manager Eldridge reported the following:

- A Code Enforcement Officer, Dan Vincent, has been hired and starts tomorrow. He will be working two days per week.
- A Public Works Mechanic/Laborer, Jay Pelletier, was hired.
- Town officials met again with MDOT regarding Route 4. Topics discussed included rumble strip installation, message boards, turning lanes at Blackberry Hill Road and Old Route 4. Funding for the Blackberry Hill Road turning lane may be available in 2020/2021.
- The Town signed the closing papers on the Prime property, Mr. Kehaya, Fund of Jupiter, has not yet signed.
- There were recently acts of vandalism causing damage to several buildings and vehicles in Berwick and surrounding communities. The Library had windows shattered. The suspects have been apprehended.
- The Comcast expansion on Little River Road and Diamond Hill is slated to be complete this December.
- Finance Director, Maureen Finger, has given official notice of resignation. Her last day will be October 12, 2018. The position has been posted.

11. Selectmen Communications

Chair Wright reported the following:

- A letter from Great Works Land Trust was received notifying the Board of an abatement request sent to the Assessing Department.

12. Approval of Warrants

09-06-2018	A/P Warrant #1910	\$ 929,384.56
09-06-2018	Water A/P Warrant #0910	\$ 1,623.94

09-06-2018	Payroll Warrant #1910	\$ 49,133.42
09-13-2018	A/P Warrant #1911	\$ 233,427.94
09-13-2018	Water A/P Warrant #0911	\$ 3,951.41
09-13-2018	Payroll Warrant #1911	\$ 52,512.75
09-20-2018	Payroll Warrant #1912	\$ 48,364.48

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

The motion carried: 4:0

13. New Business

- MMA Annual Business Meeting; Wednesday October 3, 2018, Augusta

The Maine Municipal Association annual business meeting will be held October 3, 2018 in Augusta. The Board can designate an official voting delegate. Town Manager Eldridge is planning to attend the meeting.

Motion: Chair Wright made a motion to delegate Stephen Eldridge as the official Voting Delegate for the Town of Berwick at the MMA Annual Business Meeting which will be held October 3, 2018. Selectman England seconded the motion.

The motion carried: 4:0

- Replacement Wheel Loader Bid award

BIDDER	MAKE	AMOUNT with trade-in	AMOUNT without trade-in
Beauregard	Case	\$115,000	\$140,800
Milton Cat	Cat	\$144,390	\$177,390
Nortrax	John Deere	\$127,400	\$148,900

The Board discussed the merits of the Cat and John Deere Wheel Loaders. A representative from Nortrax was present and spoke. He stated the bid was geared towards the Cat machine and was told that the Public Works Supervisor recommends the Cat. He explained how the John Deere was comparable to the Cat.

Chair Wright stated Robert Pershey, Public Works Supervisor, did recommend the Cat. The Board decided to table this item so they can review the bid specifications for each bid.

TABLED

- Existing Wheel Loader Bid award

Chair Wright opened the three sealed bids received:

- Green Oak Landscaping at \$43,100.00
- C & J Bus Lines at \$43,000.00
- Town of Lebanon Maine at \$40,500.00

Motion: Vice Chair Ganiere made a motion to award the 1999 CAT 938G Wheel Loader bid to Green Oak Landscaping for the amount of \$43,100.00. Any monies collected for the existing wheel loader will be placed in the Public Works Equipment Reserve Account to offset the lease purchase of the new wheel loader. Selectman England seconded the motion.

The motion carried: 4:0

14. Quitclaim Deeds and/or Installment Contracts

None.

15. Abatements/Supplements

- Supplement: Map R050 Lot 050-14-2; 41 Cranberry Meadow Road

Assessor McKenney explained this request is due to incorrectly applying a Veteran's Exemption to the property.

Motion: Vice Chair Ganiere made a motion to accept the Supplemental Tax bill for Map R050 Lot 050-14-2; 41 Cranberry Meadow Road as presented. Selectman England seconded the motion.

The motion carried: 4:0.

- Abatement: Map R042 Lot 3-1; 53 Old Sanford Road

Assessor McKenney explained this request is due to neglecting to apply a Veteran's Exemption to the property.

Motion: Vice Chair Ganiere made a motion to accept the abatement for Map R042 Lot 3-1; 53 Old Sanford Road as presented. Selectman England seconded the motion.

The motion carried: 4:0.

- Abatement: Map U007 Lot 28-A; 107 Pine Hill Road

Assessor McKenney explained this request is due to neglecting to apply a Homestead Exemption to the property.

Motion: Vice Chair Ganiere made a motion to accept the abatement for Map U007 Lot 28-A; 107 Pine Hill Road as presented. Selectman Manning 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

None.

19. Adjournment

The meeting adjourned at 7:41pm.

Respectfully submitted,

Patricia Murray
Town Clerk

**The September 18, 2018 BOS Meeting Minutes – Signed as approved at the Board of Selectmen’s
October 9, 2018 Meeting.**

On behalf of the Board
