



# Town of Berwick

## BOARD OF SELECTMEN/BOARD OF ASSESSORS MINUTES

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Tuesday, January 28, 2020

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, Selectman Noah Cobb and Selectman Kenneth Manning, Jr.

Board Members Absent: Vice Chair Ed Ganiere and 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

- January 14, 2020

**Motion:** Selectman Manning moved to accept the January 14, 2020, minutes as written. Selectman Cobb seconded the motion.

**The motion carried: 3:0**

### 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

None

- Envision Berwick Committee

None

**Department Reports**

None

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

None

**9. Unfinished Business**

None

**10. Town Manager Report**

Town Manager Eldridge reported the following:

- Department Heads will meet with the Town Manager and Finance Director next week to finalize department budgets.
- The Code Enforcement Officer is requesting the BOS assist with naming the new access road at the new fire station. Some suggestions include Public Safety, EMS, Captains, Chiefs, Barnes (fallen hero), Safety, Gallant (fallen hero), Public; street, way, lane, drive, court. The Town Manager will email the Board members for their choice.
- Fire Station update: The final concrete pour will be this week. Drainage and backfill will happen next week.
- Streetlight replacement will begin next week.
- The Teamsters Union contract is still pending. The Union members have a meeting February 7<sup>th</sup> so the contract may be presented to the Board on February 11<sup>th</sup> for approval.
- The Town Auditors submitted the draft audit. Comments and final review were done by the Town Manager and Finance Director. The final audit should be completed soon.
- The Transfer Station Supervisor, Neil Hokinson, has requested an increase in fees and this will be presented at the February 11<sup>th</sup> BOS Meeting.
- Chair Wright noted that Mr. Hokinson also spoke about adjusting hours for accepting demo debris. Town Manager Eldridge will follow up with Mr. Hokinson. Town Manager Eldridge thanked the residents for recycling.

**11. Selectmen Communications**

Chair Wright reported the following:

- The Census Bureau asked that the Town’s boundary assessment be verified. Chair Wright worked with Planning Technician, James Bellissimo, to confirm.
- Comcast announced channel changes.

**12. Approval of Warrants**

<b>01-23-2020</b>	<b>Payroll Warrant #2030</b>	<b>\$ 66,361.99</b>
<b>01-30-2020</b>	<b>A/P Warrant #2031</b>	<b>\$ 245,695.21</b>
<b>01-30-2020</b>	<b>Water A/P Warrant #031</b>	<b>\$ 13,733.06</b>
<b>01-30-2020</b>	<b>Payroll Warrant #2031</b>	<b>\$ 54,743.83</b>

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

**The motion carried: 3:0**

**13. New Business**

- Foreclosure Properties

The Finance Director, Lisa Vargas, submitted a list of foreclosure properties for 2018 property taxes. The foreclosures are scheduled for February 10, 2020, as per State guidelines.

- Order of Municipal Officers Pursuant to 36 MRSA §906

Town Manager Eldridge explained this order will authorize the Tax Collector/Treasurer, pursuant to Title 36, Maine Revised Statutes Annotated, section 906, to apply any tax payment received from an individual as payment for any property tax against outstanding or delinquent taxes due on said property in chronological order beginning with the oldest unpaid tax bill, provided, however, that no such payment may be applied to any tax for which an abatement application or appeal is pending unless approved in writing by the taxpayer.

**Motion:** Selectman Cobb made a motion to approve and sign the Order of Municipal Officers Pursuant to 36 MRSA §906 as presented. Selectman Manning seconded the motion.

**The motion carried: 3:0**

- Pole Petition – 46 Pine Hill Road

CMP submitted a pole petition to erect one pole at 46 Pine Hill Road.

**Motion:** Selectman Manning made a motion to approve the pole petition request as presented. Selectman Cobb seconded the motion.

**The motion carried: 3:0**

#### **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)(D) – Discussion of Labor Contract

Not needed.

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

None.

#### **19. Adjournment**

The meeting adjourned at 6:44pm.

WORKSHOP: Selectmen Goal Setting - Postponed

**Respectfully submitted,**

**Patricia Murray**  
Town Clerk

**The January 28, 2020 BOS Meeting Minutes – Signed as approved at the Board of Selectmen’s February 11, 2020 meeting.**

**On behalf of the Board**