



# Town of Berwick

## BOARD OF SELECTMEN/BOARD OF ASSESSORS MINUTES

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Tuesday, May 28, 2019

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 Rebecca England, Selectman Kenneth Manning, Jr. and Selectman Mark Pendergast.

Board Members Absent: Vice Chair Ed Ganiere

Staff Members Present: Town Manager Stephen Eldridge, Starr Glenn and Chris Weisman, Water Department and Town Clerk Patricia Murray.

### 3. Pledge of Allegiance

Chair Wright led the Pledge of Allegiance.

### 4. Approval of Meeting Minutes

- May 14, 2019

**Motion:** Selectman Manning moved to accept the May 14, 2019 minutes as written. Selectman Pendergast seconded the motion.

**The motion carried: 3:0 with Selectman England 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

- June 11, 2019 Town Meeting Election

Chair Wright opened the public hearing. The election is June 11, 2019. Polls are open from 8am to 8pm. Chair Wright read the warrant articles.

Ms. Nichole Fecteau, Wingate Lane, Planning Board member, spoke. Ms. Fecteau thanked the Board for their support of the Land Use Ordinance changes that the Planning Board proposed for the Town Warrant.

Mr. Paul Boisvert, Planning Board member, spoke. Mr. Boisvert asked for clarification on the two articles that address the MS4 Outfalls. Town Manager Eldridge explained that one article is for the contract the Town has with Southern Maine Planning and Development for the engineer and the other is for funding for design and building.

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

## **7. Reports of Committees**

- **BCTV Committee**

No report.

- **Envision Berwick Committee**

Mr. Paul Boisvert reported the following:

- EBC has toured the Great Works Regional Land Trust with Michael Wright to potentially bring that together with the Great Falls Park connecting the two.

Chair Wright reported the following:

- Chair Wright, Town Manager Eldridge and Planning Technician James Bellissimo met with the Bike Maine Coalition. Plastic bollards were placed in a few crosswalks near Town Hall. These are intended to increase pedestrian safety.

## **Department Reports**

None.

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

None.

## **9. Unfinished Business**

None.

## **10. Town Manager Report**

Town Manager Eldridge reported the following:

- The paving bids should be awarded tonight. Public Works has been ditching on Pine Hill. They have also graded Love Brook and Ridlon. They plan to work on Worster Road.
- The Board received a resolution for the Spirit of America award nominee.
- The Town Manager and James Bellissimo, Planning Technician, attended the KACTS, Kittery Area Comprehensive Transportation System, meeting regarding the 2022 grant program. The grant will cover traffic study implementation. Mr. Bellissimo presented at the meeting.
- The Board of Selectmen have a workshop on June 18, 2019 with the Planning Board and EBC.

## **11. Selectmen Communications**

Chari Wright reported the following:

- Comcast announced that Cinemax will no longer be offered as a separate channel but will be included in the new HITS package.

**12. Approval of Warrants**

<b>05-16-2019</b>	<b>A/P Warrant #1946</b>	<b>\$ 75,174.29</b>
<b>05-16-2019</b>	<b>Water A/P Warrant #0946</b>	<b>\$ 6,092.07</b>
<b>05-23-2019</b>	<b>A/P Warrant #1947</b>	<b>\$ 103,918.73</b>
<b>05-23-2019</b>	<b>Water A/P Warrant #0947</b>	<b>\$ 2,332.14</b>
<b>05-23-2019</b>	<b>Payroll Warrant #1947</b>	<b>\$ 56,955.78</b>

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

**The motion carried: 4:0**

**13. New Business**

- Berwick Water Department, Starr Glenn, Confined Space Policy

Ms. Starr Glenn presented the proposed Confined Space Policy. The Board will review the policy and vote at the next meeting.

- Purchase and Sales Agreement for 70 Sullivan Street; Map U003 Lot 9-7

Town Manager Eldridge explained the P&S is for a small portion of Map U003 Lot 9-7 along the trail that goes from Sullivan Street to the Police Department. The extra land is needed for the proposed access road for the new fire department to avoid wetlands. The seller, Mr. Dean Petruzzi is offering the land for \$8,608.00.

**Motion:** Selectman Manning made a motion to accept the Purchase and Sales Agreement for a portion of land on Map U003 Lot 9-7 as presented. Selectman England seconded the motion.

**The motion carried: 4:0**

- Award of Estabrook Demolition Bids

Two bids were received. Town Manager Eldridge recommends awarding the Estabrook demolition work to Renaud Industries.

COMPANY	BID TOTAL
New Hampshire Demolition	\$158,588
Renaud Industries LLC	\$97,800

**Motion:** Selectman Manning made a motion to award the Estabrook demolition bid to Renaud Industries for the amount of \$97,800.00 as presented. Selectman England seconded the motion.

**The motion carried: 4:0**

- Award of Paving Bids

Two bids were received. Town Manager Eldridge recommends awarding the Paving bid to Libby-Scott. The budget line is \$600,000.00. Town Manager Eldridge can adjust the scope of work to come in at budget.

COMPANY	BID TOTAL
Libby-Scott	\$814,777.00
Pike Industries	\$1,144,489.60

**Motion:** Selectman Manning made a motion to award the Paving bid to Libby-Scott for an amount up to \$600,000.00 as budgeted. Selectman England seconded the motion.

**The motion carried: 4:0**

- Reschedule June 11, 2019 BOS Meeting

The Board of Selectmen will hold a meeting on June 18, 2019 and will resume the regular schedule beginning July 9, 2019.

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

None.

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

- Ryan Michaels; 215 Long Swamp Road – Abatement Request

Mr. Ryan Michaels was present at the May 14, 2019 BOS meeting requesting an abatement for three prior tax years. He was awarded an abatement for the 2018-2019 tax year on March 12, 2019. The Assessor recommends a denial of the abatement.

**Motion:** Chair Wright made a motion to deny the abatement request for 215 Long Swamp Road, Map R007-1-A as recommended by the Assessor. Selectman Pendergast seconded the motion.

**The motion carried: 4:0**

#### **16. Second Public Comment**

Chair Wright opened the second public comment.

Mr. Paul Boisvert, Blackberry Hill Road, spoke. He noted the Purchase and Sales agreement for a portion of land at 70 Sullivan Street should note that the sale is pending Planning Board approval. Mr. Boisvert also stated that the agenda is not clear that it is a portion of the parcel at 70 Sullivan Street.

Chair Wright stated this is Selectman Rebecca England's last meeting. He thanked her for her service to the Town.

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

#### **17. Executive Session**

None.

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

Town Manager Eldridge requested \$5,700.00 from the Recreation Impact Fee fund to pay for the roofing repairs on the recreation building by Hall Brothers.

**Motion:** Chair Wright made a motion to use \$5,700.00 from the Recreation Impact Fee account to pay Hall Brothers for roofing the recreation building. Selectman England seconded the motion.

**The motion carried: 4:0**

#### **19. Adjournment**

The regular meeting adjourned at 7:27pm.

**Respectfully submitted,**

**Patricia Murray  
Town Clerk**

**The May 28, 2019 BOS Meeting Minutes – Signed as approved at the Board of Selectmen’s June 18, 2019 meeting.**

**On behalf of the Board**

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