



# Town of Berwick

## BOARD OF SELECTMEN/BOARD OF ASSESSORS MINUTES

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Tuesday, August 13, 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, Vice Chair Ed Ganiere, Selectman Noah Cobb, Selectman Kenneth Manning, Jr., and Selectman Mark Pendergast

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

- July 23, 2019

**Motion:** Vice Chair Ganiere moved to accept the July 23, 2019 minutes as written. Selectman Pendergast seconded the motion.

**The motion carried: 5:0**

### 5. First Public Comment

Chair Wright opened the first public comment.

Mr. Tony Cincotta, American Legion, spoke. He informed the Board that the Legion would like to hold a "toll booth" solicitation sometime before Veteran's Day. He has met with the Police Department, who are on board with the idea. Mr. Cincotta will let the PD decide the location. He asked the Board of Selectmen for their concurrence.

**Motion:** Vice Chair Ganiere moved to approve the American Legion "Toll Booth" event to be held before Veteran's Day 2019. Selectman Pendergast seconded the motion.

**The motion carried: 5:0**

Mr. Neil Hokinson, Berwick Transfer Station, spoke. He announced the Hazardous Waste Day will be held on Saturday, September 7, 2019 from 9am to 1pm at 2 Industry Drive (off of Route 4) in Berwick.

Ms. Nichole Fecteau, Planning Board member, spoke. She announced that the public hearings for the Berwick Fire Station and Police Renovations project and the community parking lot at 71 Sullivan Street project will be held on Thursday, August 15, 2019 at 6:30pm. Site walks for both projects will be announced at a later date.

Ms. Fecteau also expressed support for Frank Underwood's request to fill in for Paul Boisvert on the Planning Board until Paul's return. She stated Mr. Underwood has a vast knowledge of the land use ordinance, the comprehensive plan, and engineering and development concepts.

Ms. Andrea Ouimette, Pine Hill MHP, spoke. She notified the Board that York County Community Action would supply bus service to Pine Hill Mobile Home park so enlisting Coast Bus as requested at the May 14, 2019 BOS meeting will no longer be necessary.

Ms. Ouimette also stated when ditching was done on Pine Hill Road, the entrances near the mobile home park were done with cold patch and not fill. There are now big holes at both entrances. Selectman Pendergast stated it was done with cold patch because the work had been postponed for a month.

Ms. Pat Boisvert, 6 Country Lane, spoke. She stated her husband, Paul, was very excited that Frank Underwood applied to fill Mr. Boisvert's position with the Planning Board until he can return. Mr. Boisvert supports Mr. Underwood entirely.

Chair Wright gave kudos to James Bellissimo and the Envision Berwick Committee for the Bring Your Lawn Chairs to Sullivan Square concert. Chair Wright estimated 250 people attended. The next concert is scheduled for August 24, 2019.

Chair Wright encouraged residents to get involved and volunteer. He stated there are openings on Boards and the newly formed Comprehensive Plan Committee needs members.

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

**6. Public Hearing**

None.

**7. Reports of Committees**

- **BCTV Committee**

No report.

- **Envision Berwick Committee**

No report.

**Department Reports**

None.

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

- Sewer District Board of Directors Appointment:
  - Michael Dudley

Mr. Michael Dudley, Old Pine Hill Road, was present. Mr. Dudley has been employed at Lonza Biologics for twenty years. He works with the water system at that facility and is familiar with hazmat training. He has been in the biotech field for over thirty years. He stated he would like to be involved with his community

- Ken Powers

Mr. Ken Powers, Diamond Hill Road, was present. Mr. Powers has a background in finance and real estate sales. He is a coach and would like to volunteer to serve his community.

Ms. Stephanie Rochefort, Chair, Sewer District Board of Directors, spoke. Ms. Rochefort was present to greet the newest member of the Sewer Board. She emphasized the top three priorities of wastewater treatment; safety of employees, environmental compliance, and cost effectiveness.

**Motion:** Vice Chair Ganiere moved to appoint Michael Dudley to the Sewer District Board of Directors for a three-year term. Selectman Cobb seconded the motion.

**The motion carried: 5:0**

- Planning Board
  - Frank Underwood

Chair Wright explained that Mr. Underwood expressed interest in filling Paul Boisvert's seat on the Planning Board until such time that Mr. Boisvert can return.

**Motion:** Chair Wright moved to appoint Frank Underwood to the Planning Board for a term to expire December, 2020. Vice Chair Ganiere seconded the motion.

**The motion carried: 5:0**

## 9. Unfinished Business

None.

## 10. Town Manager Report

Town Manager Eldridge reported the following:

- Reclaiming of Worster Road and Pine Hill Road have been delayed because of equipment issues. This will now commence in September.
- Bids for the Prime blue sort building and parking lot are in. The bids will be submitted to the Board for approval at the August 27<sup>th</sup> meeting.
- A potential buyer of the Prime site was on site last week.
- The public hearing for the new Fire Station will be Thursday, August 15, 2019 at the Planning Board meeting. Pending Planning Board approval, the demolition and electrical work is scheduled.
- Lisa Vargas was hired as the Finance Director. She comes from Lyman and has much experience in municipal government.

Chair Wright awarded the Spirit of America Award to Ms. Eleanor Murphy.



## *Town of Berwick*

11 Sullivan Street  
Berwick, Maine 03901-0696

### Board of Selectmen

Tom Wright – Chair  
Edward Ganiere-V Chair  
Rebecca England  
Mark Prendergast  
Ken Manning

## MUNICIPAL RESOLUTION

**A Resolution by the Board of Selectmen  
June 2019**

**Maine Spirit of America Foundation Tribute honors**

### **Eleanor M. Murphy**

**Whereas**, Eleanor M. Murphy a citizen of Berwick has served her community as a volunteer, mentor and elected official serving in the Maine State Legislature in the House of Representatives. She has also served as member of the Board of Selectmen and the Berwick Budget Committee. She also has served on the Town of Berwick Public Library Board of Trustees. She has been a very active and positive member of the Berwick Community and continues to attend Board of Selectmen meeting.

**Whereas**, She has been a Maine State Representative serving in the House of Representatives for the Town of Berwick for 18 years

**Whereas**, She has served the Berwick Citizens as a member of the Board of Selectmen for 4 Terms or 12 years.

**Whereas**, She served as Chairperson for the Berwick Budget Committee for 10 years

**Whereas**, She is a Charter Member of the Berwick Historical Society

**Whereas**, She is a member of the Berwick Library Association

**Whereas**, She was a member of the York County Budget Committee

**Whereas**, She served on the Board of Directors of the York County Community Action

**Whereas**, She served on the Maine Municipal Association Legislative Policy Committee

**Whereas**, She continues to serve as an Election Clerk

Therefore, **be it Resolved** by the Board of Selectmen of the Town of Berwick in sincere gratitude and appreciation that Eleanor M Murphy is hereby recognized for her exemplary citizenship and achievement and honor brought to the Community with the "2019 Spirit of America Foundation Tribute".

Selectmen: Tom Wright, Ed Ganiere, Mark Pendergast, Rebecca England and Ken Manning

**11. Selectmen Communications**

None.

**12. Approval of Warrants**

06-30-2019	A/P Warrant #1956	\$ 12,731.95
06-30-2019	Water A/P Warrant #0956	\$ 252.26
07-25-2019	A/P Warrant #2004	\$ 105,471.21
07-25-2019	Water A/P Warrant #004	\$ 3,400.21
07-25-2019	Payroll Warrant #2004	\$ 72,816.44
08-01-2019	A/P Warrant #2005	\$1,112,722.37
08-01-2019	Payroll Warrant #2005	\$ 64,739.89
08-07-2019	Water A/P Warrant #005	\$ 3,777.83
08-08-2019	A/P Warrant #2006	\$ 120,692.35
08-08-2019	Water A/P Warrant #006	\$ 3,018.30
08-08-2019	Payroll Warrant #2006	\$ 68,884.64
08-15-2019	Payroll Warrant #2007	\$ 63,314.35

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

**The motion carried: 5:0**

**13. New Business**

- November 5, 2019 Town Referendum Warrant

The Board voted on the proposed warrant articles:

**ARTICLE 1**

To elect a Moderator to preside over the meeting. (no vote necessary)

**ARTICLE 2**

Shall the Town vote to raise and appropriate the sum of \$50,000 to purchase new capital equipment for the Fire Department for the remainder of the Fiscal Year 2019/20 with any unspent balances to carry forward each year until full expended.

**Note:** This account will be used to fund the purchase of Personal Protective Equipment (PPE) and to continue the replacement of Self-Contained Breathing Apparatus (SCBA) bottles and hoses.

**THE BOARD OF SELECTMEN RECOMMENDS YES VOTE 5:0**

**ARTICLE 3**

Shall the Town vote to raise and appropriate the sum of **\$45,000** as the first loan payment for the purchase of LED Lights for the replacement of an estimated 200 street lights throughout the town and also to replace all fluorescent lighting within all the municipal buildings.

This will authorize the Board of Selectmen to enter into a lease purchase agreement on terms it deems appropriate with the balance to be repaid over a period of no longer than four (4) years. Payback will be realized over a 3.5-year period.

**Note:** Cost savings per year estimated:

Street Lights: \$31,404

Buildings: \$ 3,500

**THE BOARD OF SELECTMEN RECOMMENDS YES VOTE 5:0**

#### **ARTICLE 4**

To see if the Town will authorize the Board of Selectmen to apply, on behalf of the Town, for federal financing assistance under the provisions of the Community Development Block Grant for the Envision Berwick Village Revitalization Project and further authorize the Selectmen to enter into the Community Development Block Grant Agreement with the State subsequent to federal approval of the project.

**THE BOARD OF SELECTMEN RECOMMENDS YES VOTE 5:0**

#### **ARTICLE 5**

To see if the town will raise and appropriate up to \$125,000 as matching funds for Fiscal Year 2020/21 budget should Article 4 be approved.

**Note:** This is a 25% match based on a \$500,000 grant award which would be available July 1, 2020. This article must be part of the application that will be submitted in March 2020.

**THE BOARD OF SELECTMEN RECOMMENDS YES VOTE 5:0**

#### **ARTICLE 6**

To see if the Town will approve the Board of Selectmen to enter into a Memorandum of Understanding (MOU) with the Berwick Public Library Trustees to manage all operational expenses beginning Fiscal Year 2020/21 which begins July 1, 2020 and continuing forward each fiscal year.

**Note:** The town would raise and appropriate all operational expenses from taxes as part of the Town Annual Budget Approval process. The Town has funded the Berwick Public Library in FY2019/20 at \$109,000. This will allow the library to increase their hours and provide full-time staffing and an increase in programs.

**THE BOARD OF SELECTMEN RECOMMENDS YES VOTE 5:0**

- CMP Pole Permit; Diamond Hill Road

**Motion:** Vice Chair Ganiere made a motion approve the Pole Petition from CMP for Diamond Hill Road. Selectman Pendergast seconded the motion.

**The motion carried: 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**

None.

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

None.

**19. Adjournment**

The regular meeting adjourned at 7:26pm.

**Respectfully submitted,**

**Patricia Murray  
Town Clerk**

**The August 13, 2019 BOS Meeting Minutes – Signed as approved at the Board of Selectmen’s August 27, 2019 meeting.**

**On behalf of the Board**

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