



Town of Berwick

BOARD OF SELECTMEN/BOARD OF ASSESSORS MINUTES

Tuesday, September 10, 2019

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 Noah Cobb, Selectman Kenneth Manning, Jr. and Selectman Mark Pendergast.

Board Members Absent: None

Staff Members Present: Town Manager Stephen Eldridge and Deputy Town Clerk Lynn Shearer.

3. Pledge of Allegiance

Chair Wright led the Pledge of Allegiance.

4. Approval of Meeting Minutes

- August 27, 2019

Motion: Vice Chair Ganiere moved to accept the August 27, 2019 minutes as written. Selectman Manning seconded the motion.

The motion carried: 4:0 with Selectmen Pendergast 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 not present and Town Manager Stephen Eldridge reported the following:

- Ms. Wright is continuing to interview Berwick Police Officers.
 - The Downtown Summer Concerts that were held on August 3rd and 24th are available for viewing.
 - Ms. Wright visited Berwick Water Plant to see how the plant provides water to Berwick residents. The video will be available on demand.
 - Captain Joel Barnes' funeral service is accessible on demand for anyone who wishes to view the service.
 - MSAD #60 School Board meetings have started up again and the September 5th meeting is available.
 - BCTV would like to remind residents that if they have an upcoming event and would like to get the word out, a slide explaining the event might be beneficial. Slides repeat every three hours.
- **Envision Berwick Committee**

Chair Wright stated the committee will be meeting Wednesday, September 11, 2019 and working with the comprehensive plan.

Department Reports

None.

8. Appointments/Presentations/Other Guests

None.

9. Unfinished Business

None.

10. Town Manager Report

Town Manager Eldridge reported the following:

- Worster Road has been grinded this afternoon with the paving to follow.
- The Pine Hill paving project has been started and is on schedule.
- The Town employee parking lot was done this past Friday, September 6, 2019 and paving will be completed by the end of September.
- The auditorium is scheduled to have the floor done this coming weekend, and all of the chairs, tables and election booths have been relocated to the stage or the vestibule. The theatre company was contacted and they have relocated their items.
- A new storage area will be constructed in the auditorium for election items. Currently, they are located in a corner of the auditorium.
- The Finance Department is looking into relocating to the third floor, where there is more room. Public Works will be relocated. The current Finance Department may be turned into new bathrooms.
- Mr. Eldridge is looking into adding a handicap ramp to the auditorium door located on Rochester Street and adding two handicap parking spaces near the new ramp.
- Work at the Prime parking lot located on Wilson Road is continuing to move forward.
- A North Berwick business is interested in leasing the Blue Sort building at the Prime site.
- The DEP permit is expected this week or the next for the new Fire Station project. The Planning Board will present its fact finding on September 19, 2019.
- Pubic Works will be assisting with removal demo for the new Fire Station location to help with cost.

11. Selectmen Communications

Chair Wright reported the following:

- Congratulated Deputy Town Clerk Lynn Shearer for completing New England Municipal Clerks’ Institute & Academy this past July. This is a three-year program that she completed on her own time.
- Received report from York County Sheriff, nothing new.

12. Approval of Warrants

08-29-2019	A/P Warrant #2009	\$1,126,088.29
08-29-2019	Water A/P Warrant #009	\$ 43,436.75
09-05-2019	Payroll Warrant #2010	\$ 61,528.01
09-12-2019	Payroll Warrant #2011	\$ 56,649.04

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

The motion carried: 5:0

13. New Business

- Revision 2020 Tax Commitment

Town Manager Eldridge stated that four fully exempt Homestead exemptions totaling \$63,200 were omitted in error and, as a result, the Homestead Reimbursement value was \$39,500 less than the correct value. This correction increased the overlay from \$142,611 to \$143,303.

Motion: Vice Chair Ganiere made a motion to accept the revised 2020 tax revaluation values as presented. Selectman Pendergast seconded the motion.

The motion carried: 5:0

- Spirit of America Legislative Sentiment

Tabled.

14. Quitclaim Deeds and/or Installment Contracts

None.

15. Abatements/Supplements

Town Manager Eldridge presented the following:

- Abatement: Map U001 Lot 72

The subject is a single-family dwelling with a detached garage and shed, located on 0.88 acre. The assessing agent inspected the property on August 14, 2019. The building was measured and the backyard area has a steep slope with wet areas, limiting the use of the site. Due to these issues, the assessed value was reduced from \$223,300 to \$203,400 resulting in a decrease of value by \$19,900 and resulting in abatement of \$348.85.

Motion: Vice Chair Ganiere made a motion to accept the decreased value from \$223,300 to \$203,400 as recommended for 24 Moulton Street; Map U001 Lot 72 for the amount of \$348.85 as presented. Selectman Pendergast seconded the motion.

The motion carried: 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

None.

18. Other Business/Non-Agenda Items

Chair Wright noted he would like to look into why the Planning Board is waiving the requirements for sidewalks with new builds. With two new apartment buildings going in on Old Pine Hill Road, the residents of the town are picking up the tab for the sidewalks when the developer should be required to.

Chair Wright also noted he would like the Board to consider adding infrastructure to the impact fees which are currently Recreation and Open Space.

Chair Wright also stated he would like the Board to look into changing the policy regarding sealed and unsealed bids. Currently, anything over \$5,000 requires a sealed bid. Town Manager Eldridge will bring information to the next Board meeting.

Selectman Pendergast noted that Wentworth Road should require some ditching. Town Manager Eldridge will look into this.

Town Manager noted the next Board meeting, September 24, 2019, will start at 6pm. Fire Chief Dennis Plante will be on hand to present awards to the firefighters who were involved in the Bell Street fire on March 1, 2019. The regular meeting will follow at 6:30pm.

19. Adjournment

The regular meeting adjourned at 7:10pm.

Respectfully submitted,

**Lynn Shearer
Deputy Town Clerk**

**The September 10, 2019 BOS Meeting Minutes – Signed as approved at the Board of Selectmen’s
September 24, 2019 meeting.**

On behalf of the Board
