



Town of Berwick

BOARD OF SELECTMEN/BOARD OF ASSESSORS MINUTES

Tuesday, September 24, 2019

6:00pm

Selectmen's Room
11 Sullivan Street
Berwick, ME 03901

1. Call to Order

Chair Wright called the meeting to order at 6:00pm.

Fire Chief Dennis Plante presented Official Proclamations to Firefighter Kyle Lavoie and Firefighter Mitchell Manfredi for their professionalism and heroic efforts while responding to a four-alarm fire on March 1, 2019 and for their rescue efforts to rescue fallen Captain Joel Barnes. Chief Plante also presented Medals of Honor for Gallantry to Officer Eli Poore, Detective Steven Shisler and Firefighter Brandon Viola for their professionalism and heroic efforts for the rescue efforts to rescue the trapped occupant and fallen Captain Joel Barnes. Chief Plante has also nominated Captain Barnes for the US Department of Justice Public Safety Officer Metal for Valor.

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

- September 10, 2019

Motion: Selectman Manning moved to accept the September 10, 2019 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

- 2019-2020 General Assistance Maximums Adoption

Chair Wright opened the public hearing. Town Manager Eldridge explained this is the annual adoption of the State recommended GA maximums.

OVERALL MAXIMUMS	2018-2019	2019-2020	
Persons in Household:			% increase
1	\$ 766.00	\$ 899.00	17.3629243
2	\$ 884.00	\$ 961.00	8.71040724
3	\$ 1,098.00	\$ 1,190.00	8.37887067
4	\$ 1,487.00	\$ 1,525.00	2.55548083
5	\$ 1,515.00	\$ 1,692.00	11.6831683
6	\$ 1,590.00	\$ 1,767.00	11.1320755

FOOD MAXIMUMS	2018-2019	2019-2020	
Persons in Household:	monthly	monthly	% increase
1	\$ 192.00	\$ 194.00	1.04166667
2	\$ 353.00	\$ 355.00	0.56657224
3	\$ 505.00	\$ 509.00	0.79207921
4	\$ 642.00	\$ 646.00	0.62305296
5	\$ 762.00	\$ 768.00	0.78740157
6	\$ 914.00	\$ 921.00	0.76586433
7	\$ 1,011.00	\$ 1,018.00	0.69238378
8	\$ 1,155.00	\$ 1,164.00	0.77922078

HEATING FUEL	2018-2019	2019-2020	
Month	Gallons	Gallons	% increase
September	50	50	0
October	100	100	0
November	200	200	0
December	200	200	0
January	225	225	0
February	225	225	0
March	125	125	0
April	125	125	0
May	50	50	0

HOUSING MAXIMUMS	2018-2019	2019-2020	
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# of Bedrooms	unheated/monthly	unheated/monthly	% increase
0	\$ 600.00	\$ 748.00	24.6666667
1	\$ 688.00	\$ 769.00	11.7732558
2	\$ 875.00	\$ 946.00	8.11428571
3	\$ 1,201.00	\$ 1,225.00	1.99833472
4	\$ 1,201.00	\$ 1,326.00	10.4079933

HOUSING MAXIMUMS	2018-2019	2019-2020	
# of Bedrooms	heated/monthly	heated/monthly	% increase
0	\$ 701.00	\$ 845.00	20.5420827
1	\$ 812.00	\$ 897.00	10.4679803
2	\$ 1,013.00	\$ 1,112.00	9.77295163
3	\$ 1,388.00	\$ 1,434.00	3.31412104
4	\$ 1,403.00	\$ 1,583.00	12.8296507

PERSONAL CARE/ HOUSEHOLD SUPPLIES	2018-2019	2019-2020	
# in household	monthly	monthly	% increase
1 - 2	\$ 45.00	\$ 45.00	0
3 - 4	\$ 50.00	\$ 50.00	0
5 - 6	\$ 55.00	\$ 55.00	0
7 - 8	\$ 60.00	\$ 60.00	0

SUPPLEMENT CHILDREN	2018-2019	2019-2020	
# of children	monthly	monthly	% increase
1	\$ 55.00	\$ 55.00	0
2	\$ 75.00	\$ 75.00	0
3	\$ 100.00	\$ 100.00	0
4	\$ 120.00	\$ 120.00	0

ELECTRIC	2018-2019	2019-2020	
# in household	monthly	monthly	% increase
1	\$ 60.00	\$ 60.00	0
2	\$ 67.50	\$ 67.50	0
3	\$ 75.00	\$ 75.00	0
4	\$ 86.00	\$ 86.00	0
5	\$ 99.00	\$ 99.00	0
6	\$ 107.00	\$ 107.00	0

Motion: Selectman Cobb moved to adopt the MMA Model Ordinance GA Appendices (A-D) for the period of October 1, 2019 through September 30, 2020. Selectman Manning seconded the motion.

The motion carried: 3:0

7. Reports of Committees

- **BCTV Committee**

No report.

- **Envision Berwick Committee**

Chair Wright reported the EBC is working on moving forward with the comprehensive plan. The first meeting is scheduled for October 6, 2019.

Department Reports

None.

8. Appointments/Presentations/Other Guests

None.

9. Unfinished Business

None.

10. Town Manager Report

Town Manager Eldridge reported the following:

- The Personnel Policy, the Purchasing Policy and Impact Fee Schedule are being edited and will be presented to the BOS for feedback at the next BOS meeting.
- Paving has begun on Pine Hill. A half section of road will be torn up, reclaimed, graded and paved. Once completed the other half will be done. This project will be the last paving project of the year.
- The employee/public parking lot was paved. Ten spots were gained for a total of fifty.
- The parking lot at the Prime site will be completed before work at the Blue Sort building commences. A change order was in place because of lab tests showing contaminants above the acceptable limit. New tests have passed so the site will be completed soon. Asbestos will be removed from the Blue Sort building and floors will be sealed.
- DEP approval was obtained for the new fire station. Digging will begin next week. Demolition of the Estabrook School is on hold until a power source and telephone lines can be installed.
- The Town Hall auditorium floors are being sanded and sealed.
- The Spirit of America awards will be held on November 6, 2019 at the York County offices in Alfred. Town Manager Eldridge will attend along with recipient Eleanor Murphy.
- Town Hall is in need of space for Planning, Code and Assessing. The current space is too small. This will be addressed after the auditorium is completed.

Selectman Cobb asked if Cranberry Meadow Road would be paved this year. Town Manager Eldridge stated it was on the list but did not have enough funding for the bid to include it this year. Cranberry Meadow is on the list for next year along with Cemetery Road and Little River Road.

Aside: Because the meeting started early, Chair Wright invited residents who came in at 6:30 to speak. Mr. Neil Linsky, 27 Blackmore Road, spoke. He and his wife will start attending meetings. He

questioned whether the increase in assessed value was across the board for all properties. Town Manager Eldridge replied the State recommends a revaluation every ten years, the recent revaluation was town-wide and assessments and values of homes in southern Maine have gone up.

11. Selectmen Communications

None.

12. Approval of Warrants

09-12-2019	A/P Warrant #2011	\$ 130,886.21
09-12-2019	Water A/P Warrant #011	\$ 4,621.42
09-19-2019	A/P Warrant #2012	\$ 990,686.01
09-19-2019	Water A/P Warrant #012	\$ 3,307.02
09-26-2019	Payroll Warrant #2013	\$ 54,823.50

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

The motion carried: 3:0

13. New Business

- BOS to set Public Hearing date for the November 5, 2019 Supplemental Town Election; October 22nd

Motion: Selectman Manning moved to set the public hearing for the November 5, 2019 Supplemental Town Election on October 22, 2019. Selectman Cobb seconded the motion.

The motion carried: 3:0

- Write-off of Old Personal Property

Town Manager Eldridge presented the following:

Finance Director Lisa Vargas recommends writing off the uncollectible Personal Property tax for the following:

- Berwick Family Health \$1,893.02
- Berwick General Store \$109.08
- Brackett & Shawn Inc \$1,272.22
- Daniel Doucette \$9.04
- Day Break Diner \$133.98
- Day, Gary \$23.87
- Day's Inn the Sun \$2,271.74
- Dudley, Brad \$133.98
- Parshely Steel \$2,299.26
- Wilson St Auto and Truck Sales \$163.29
- TOTAL = \$8,309.48

The Town has made several independent attempts to collect as well as referring to The Thomas Agency for collection.

Discussion ensued regarding which businesses were still operating.

Motion: Chair Wright made a motion to table the recommendation to approve writing off old personal property taxes. 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.

Mr. Neil Linsky, 27 Blackmore Road, spoke. He suggested contacting a lawyer for collection of the Personal Property taxes.

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

17. Executive Session

- Title 1 §405(6)(A) - Discussion of Personnel

Motion: Chair Wright made a motion to enter into Executive Session per MSRA Title 1 §405(6)(A) – Discussion of Personnel. Selectmen Manning seconded the motion.

The motion carried: 3:0.

The Board entered into Executive Session at 6:51pm.

The Board adjourned its regular meeting at 6:51pm. Chair Wright noted no actions would be made during the Executive Session.

18. Other Business/Non-Agenda Items

- Auto Graveyards

Town Clerk Murray reported the following Auto Graveyards have been inspected and have submitted applications and fees for the 2020 permit year. She asked the Board to approve the permits.

- Berwick Iron and Metal
- Pete's Motor Parts
- Southern NH Hydroelectric Dev Corp

Motion: Selectman Manning made a motion to approve the renewal of Auto Graveyard Permits for Berwick Iron and Metal, Pete's Motor Parts, and Southern NH Hydroelectric Dev Corp. Selectman Cobb seconded the motion.

The motion carried: 3:0

19. Adjournment

The regular meeting adjourned at 6:51pm.

Respectfully submitted,

Patricia Murray
Town Clerk

**The September 24, 2019 BOS Meeting Minutes – Signed as approved at the Board of Selectmen’s
October 8, 2019 meeting.**

On behalf of the Board
