



Town of Berwick

BOARD OF SELECTMEN/BOARD OF ASSESSORS MINUTES

Tuesday, October 22, 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 Clerk Patricia Murray

3. Pledge of Allegiance

Chair Wright led the Pledge of Allegiance.

4. Approval of Meeting Minutes

- October 8, 2019

Motion: Vice Chair Ganiere moved to accept the October 8, 2019 minutes as written. Selectman Manning seconded the motion.

The motion carried: 5:0

5. First Public Comment

Chair Wright opened the first public comment.

Ms. Terri Wright, BCTV Coordinator, reported that BCTV will be available for Trunk n Treat on October 30 from 5:30 to 7:00pm. Trick or treaters can go in the studio and be on TV. The Library will also be in the BCTV Studio with free books for trick or treaters.

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

6. Public Hearing

- November 5, 2019 Town Supplemental Warrant

Chair Wright opened the public hearing. The election is November 5, 2019. Polls are open from 8am to 8pm. Chair Wright read the warrant articles.

ARTICLE 1

To elect a Moderator to preside over the meeting.

ARTICLE 2

Shall the Town vote to raise and appropriate the sum of **\$50,000** for the purpose of investing in the capital purchase and replacement of Fire Department apparatus and vehicles for Fiscal Year 2019/20 and place this amount into the Fire Department Capital account established for this purpose, with any unspent balances to carry forward each year until full expended?

THE BOARD OF SELECTMEN RECOMMENDS YES VOTE 4:0

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

Shall the Town 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

Shall the Town vote to 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

Shall the Town authorize 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

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

7. Reports of Committees

- **BCTV Committee**

None.

- **Envision Berwick Committee**

Department Reports

None.

8. Appointments/Presentations/Other Guests

- Appointment to Comprehensive Plan Steering Committee (no term)
 - Ben Niles

Motion: Vice Chair Ganiere made a motion to appoint Ben Niles as member of the Comprehensive Plan Steering Committee without term. Selectman Manning seconded the motion.

The motion carried: 5:0

- Michael Wright

Motion: Vice Chair Ganiere made a motion to appoint Michael Wright as member of the Comprehensive Plan Steering Committee without term. Selectman Cobb seconded the motion.

The motion carried: 5:0

9. Unfinished Business

None.

10. Town Manager Report

None.

11. Selectmen Communications

Chair Wright reported the following:

- Per a letter, Comcast will change several packages effective December 10, 2019.
- The Board will research the law changes regarding recycling in Maine and revisit this topic.
- The Fire Station project is progressing: Estabrook is demolished; the fill will be reused, the main culvert has been installed meeting the deadline and there is a building committee meeting on Thursday, October 24, 2019. They will be reviewing the budget and costs.

12. Approval of Warrants

10-17-2019	Payroll Warrant #2016	\$ 62,369.15
10-24-2019	A/P Warrant #2017	\$1,194,837.51
10-24-2019	Water A/P Warrant #017	\$ 1,634.61
10-24-2019	Payroll Warrant #2017	\$ 56,131.96

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

The motion carried: 5:0

13. New Business

- Purchasing Policy revisions

The Board requested more time to review the revisions.

Motion: Vice Chair Ganiere moved to table the revisions to the Purchasing Policy item. Selectman Pendergast seconded the motion.

The motion carried: 5:0

- 2019 Municipal Valuation Return

Chair Wright explained this is an annual form that Assessing needs to submit to the State. The form needs Select Board signatures and is due to the State on November 1, 2019.

Motion: Vice Chair Ganiere moved to accept and sign the 2019 Municipal Valuation Return. 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 meeting adjourned at 6:49pm.

Respectfully submitted,

**Patricia Murray
Town Clerk**

**The October 22, 2019 BOS Meeting Minutes – Signed as approved at the Board of Selectmen’s
November 12, 2019 meeting.**

On behalf of the Board
