



ENVISION BERWICK MEETING MINUTES

Thursday January 14, 2016
Burgess Meeting Room
5:30 p.m.

Call to Order

Town Planner John Stoll called the meeting to order

Committee Members in Attendance:

Co-Chair Serena Galleshaw-Farmer's Market; Co-Chair James Bellisimo; Niles Schore – Planning Board; Secretary Penny Zust-Events & Outreach; Craig Plaisted-At Large/Riverfront?; David Andreesen-Berwick Trails; Tom Wright-Board of Selectmen; Don Young-Historical Society; Frank Underwood-At Large; Pat Boisvert-At large; Treasurer Paul Boisvert – Preservation & Heritage; Kevin Jessel-At Large;

Absent: Richard Vandenberg-At Large; Kevin Gray-Alternate

Public Comment

None Entered

Approval of Minutes

Mr. Stoll stepped down so that Co-Chair Serena Galleshaw could run the meeting

- December 10, 2015

Motion: Tom Wright made a motion to approve the minutes as written

Second: Paul Boisvert

VOTED – 12-0
Motion Passed Unanimously

Report of Committees

Pat Boisvert reported for Preservation & Heritage. There was some discussion about Planning Board workshops regarding the former Catholic Church on Sawmill Hill Road. Preservation and Heritage is beginning to compile a list of historic buildings in Berwick. The Committee decided to discuss this at the next meeting.

Serena Galleshaw announced that the next Farmer's Market would be on Sunday.

New Business

- **Quarterly Financial Meeting**

Paul Boisvert, Treasurer, read aloud the quarterly financial report for Envision Berwick. The committee has spent nothing to this point (7/1/15-1/14/16) and still has \$30,000.

John Stoll explained how the committee should appropriate money to be spent in the next quarter. The committee reviewed their financial worksheets and appropriated funding into the following categories:

- \$2000 Appraisers
Eversource parcel acquisition
- \$2800 Environmental Consultant
Estabrook School evaluation for redevelopment
- \$4500 TIF Consultant
Tax Increment Finance District for Downtown Berwick
- \$2400 Site Amenities
Purchase new Welcome to Berwick Sign

- **Welcome to Berwick Sign**

David Andreesen presented two proposals for Welcome to Berwick signs. There are two different costs \$1119 and \$2265 the quality of the sign is associated with the cost. Public works will handle installation to save on costs.

Motion: Tom Wright made a motion to approve the purchase of the higher quality of sign.

Second: James Bellisimo

There was some discussion of putting the original settlement date vs the official incorporation date for the Town.

David Andreesen stated that he would like to have \$2400 approved to purchase the sign.

**VOTED – 12-0 to approve
Motion Passed Unanimously**

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Tax Increment Finance District for Downtown Berwick
- \$2400 Site Amenities
Purchase new Welcome to Berwick Sign

Motion: David Andreesen made a motion to approve the quarterly financial statement

Second: Frank Underwood

**VOTED – 12-0 to approve
Motion Passed Unanimously**

There was some discussion about potential funding requests for Envision Berwick in the next fiscal year.

- Community Outreach and Events merger with Recreation

Penny Züst discussed the possibility of merging Community Outreach and Events with the Recreation commission. Pros, Cons, and Process were discussed.

Motion: Frank Underwood made a motion that Community Outreach and Events not merge with the Recreation Department (Commission) but that we work with them to maintain the liability coverage and the ability to collect revenues towards the groups public outreach activities.

Second: David Andreesen

VOTED – 11-0 to approve
Motion Passed Unanimously
Penny Zust abstaining

- Waste Zero

The committee discussed a proposal submitted to the Board of Selectmen from Waste Zero.

Information Items

Other/Non-Agenda Items

Adjournment

Motion: Tom Wright made a motion to adjourn official business

Second: Don Young

VOTED – 12-0 to approve
Motion Passed Unanimously

Envision Berwick adjourned their official business portion of the meeting at approximately 7:05 pm. Meeting minutes prepared by Town Planner John Stoll for approval at the February 11, 2016 official business meeting.