

North Berwick Board of Selectmen Minutes April 4, 2017

NORTH BERWICK BOARD OF SELECTMEN MINUTES APRIL 4, 2017

Present: Chairman Galemmo, Selectman Hall, Selectman Johnson, Sr., Selectman Cowan, Selectman Johnson, Jr. (In at 7:01 pm)

Also Present: Dwayne Morin, Lynn Manley, Darrell DeTour, Qiana Qualls, Sofie Larsen, David Parker

Chairman Galemmo opened the meeting at 6:30 pm.

- 1. Pledge of Allegiance**
- 2. Review and Approve Minutes of March 21, 2017**

Selectman Cowan motioned to approve the minutes March 21, 2017 as written. Selectman Johnson, Sr. seconded the motion. VOTE: 4-0

3. Public Input

There was no public input at this time.

4. Unfinished Business:

A. Project Canopy: Grant Application Update/Meet with Con/Ag Commission

Dwayne stated that the Project Canopy grant has been awarded to the town so they can start on the trail project. Some of the Conservation & Agricultural Commission members are present so they can talk about the next steps to take. He stated that one of the next steps is to apply for a grant that will connect the Land Trust project and the Town project which will require the construction of 2 bridges. Dwayne introduced Darrell DeTour from the Great Works Land Trust. He asked Mr. DeTour if he had heard anything from Civil Consultants yet and Mr. DeTour said that he had left messages but had not heard back from them yet.

Dwayne said that they will be applying for a grant with the Maine Community Foundations and they need to decide what they want to include in the grant. He stated that they originally thought about having the bridges and parking lots be part of this grant. Sofie Larsen asked if the kiosks and brochures were covered by the Project Canopy grant. Dwayne stated that the Project Canopy grant covers the forest management plan, the layout of the trails, the creation of the trails, the kiosks, and the informational signs. The parking lots and any connectivity to the trails with bridges was not covered because they don't fund any capital.

Dwayne stated that they originally talked about having one parking lot but they now are recommending having 2 parking lots. Mr. Bodwell has given us permission to have a parking lot

on Route 9. He is giving us a parking lot location as well as an access point from Route 9 into our property. He gave us this as part of his subdivision approval because he needed to do a parks and recreation component for the subdivision. He has given us a deeded easement to the Town. Dwayne stated that they were also thinking of putting in a parking lot on Maple Street behind the Fogg property. He said that they only have a 25 foot access to our property on Maple Street. They are talking about contacting the Fogg's to see about getting an additional easement so we can get into our property a little bit easier.

Dwayne stated that he wants to start putting the grant together and wants to know if anyone has any ideas because he wants to be as all-inclusive as possible. Sofie Larsen stated that her only hesitation is regarding the trail. She said that they walked the trail last summer which was a drought year. She feels that it would be wise to completely walk the trail again within the next few weeks so they can actually see where it is really wet and if they need any further bridges or boards. Dwayne stated that he is planning on writing the grant sometime in May. He said that Dave Parker will be starting on the forest management plan as soon as the snow melts.

Selectman Hall asked if there was going to be any lighting at the parking lots. Dwayne said that there would be no lighting. Typically all of the parking lots close at dusk. Qiana Qualls asked what the time line was for spending the money they receive from the Maine Communities Foundation. Dwayne stated that it was open ended in terms of us applying. The money is only available to the Town of North Berwick but they have to approve the project. A very generous gentleman in our town set aside a grant program when he passed away which is just for our town. We are only allowed to touch the interest that is generated off the principal. It was a substantial principal so it is a substantial amount of interest that is generated off that on a yearly basis. We are typically writing grants in the \$25,000 to \$50,000 range. He said that when they contacted him last fall, they told him there was about \$35,000 in interest available. Qiana Qualls asked what the response time was after applying. Dwayne stated that it can be as quick as a week.

Darrell DeTour had a question regarding the easement on Maple Street. He asked if it would be better to try and purchase the land instead. Dwayne stated that they are looking at either one. Mr. DeTour said that they should look at the possibility of purchasing because then you have more control over the property. Dwayne stated that if you structure the easement correctly, it works just as well as owning it.

Mr. DeTour stated that Dwayne has said that because of the Foundation grant, Great Works Land Trust may not have to contribute anything towards the project for the bridges. He stated that they do not have a problem contributing and he actually feels that they should contribute something as part of the partnership. He has talked about it a little bit with some of the others at his office and they agree with him. He will be discussing it further at their next meeting. He feels that because it is on their land they should contribute. He stated that once Dwayne has the final numbers, they could meet and discuss this further.

Mr. DeTour told Sofie Larsen that now would be a good time to go out and walk the trail. He thinks that they will find that 200 feet of bog bridging will not be adequate. It obviously depends where the trail will pass. This will allow Dwayne to have a better idea of what will be needed to

be included in the grant. Dwayne asked Mr. DeTour if there was anything that would need to be done on the trails on their side of the property. Mr. DeTour said there wasn't really anything. He said that they have a small parking area that they are borrowing from one of the property owners. He said that the trail is in but if they could improve it to have handicapped access, they could get people from the parking lot area to the oval in the middle. He's not sure what it would take to do the handicapped accessible trails. Dwayne said that they can look into it and see if that is possible.

Chairman Galemmo asked what they were looking at regarding time of completing the trails once they have everything put together. Dwayne said that once they get the forest management plan together, the committee needs to figure out what they want for signage. He said that they have a graphic artist to design all of the kiosks. He doesn't see why they can't have most of this stuff done by the fall and have a trail opening next year. Selectman Cowan asked if they were going to do some sort of advanced publicity to let people know that this is in the works. Dwayne said that they can do that. Sofie Larsen said that she would be concerned that they publicize that we are building a trail and then have a bunch of people go out there and find that there is no trail yet. Selectman Cowan said that they should do it after they have made some progress on the trail and emphasize that it is a future project.

B. Boston Post Cane: Mary Steves Letter

Dwayne said that there is a letter from Mary Steves in their packet. It is a letter thanking the Selectmen for the Boston Post Cane. She is very appreciative of the honor.

C. Budget: SAD 60 Budget Implications

Dwayne stated that the Superintendent submitted additional cuts to the School Board and one of them does affect our town. They are moving their Central Office from this building to the High School to save themselves about \$40,000 per year. The Superintendent submitted a letter to us stating that their intent is to be vacated from this building by this September. Dwayne stated that now that he knows that this is happening, he will sit down with our heating guys. He wants to know what they can do to make sure that we don't freeze anything upstairs and we don't need to air condition it in the summer time. We can also do things with the rooms that they were using on the second floor. He thinks that they can shut off the water to those areas as well. We will also reduce the janitor's hours from 32 hours per week to 15 hours per week. We will not have all of their computers in here so our electricity should decrease. He stated that it won't be a big difference this year because they will be here through some of the most expensive months.

Dwayne stated that they have decided to keep our SRO and decrease the hours of the SRO at the Middle School.

Reminders: Next Board of Selectmen's Meeting – April 25, 2017 – 6:30 pm Municipal Building

5. New Business:

A. Foreclosed Property: Review FY15 Foreclosure List

Dwayne stated that there is one property that is scheduled to be foreclosed on this Thursday. It is Malcolm Hilton's property and he is here to discuss it. At the last meeting, the Board had talked about his property. Mr. Hilton is asking the town to enter into a payment arrangement with him for the property. Dwayne stated that there is a payment arrangement document in their packets and he has given a copy to Mr. Hilton tonight. The attorney reviewed it today and this is the final Land Purchase Installment Contract. Dwayne said that when we foreclose on the property there will be about \$7,000 in taxes owed on the property. Under our Ordinance, once the town forecloses on the property, all taxes need to be paid up and current. Part of the Land Installment is to bring that up and current. We try to do it within a 1 to 2 year time frame. This one is for 14 months. Mr. Hilton has offered to do \$500 per month payments until taxes are paid. Dwayne stated that Mr. Hilton wants to sell his property. Unfortunately, once the Town takes that property, if he decides to sell it, we become part of the sale of that property. In order for us to release the property, all of the taxes and liens would need to be paid. Selectman Cowan asked what the total amount due to the town would be if he sells his property. Dwayne stated that he owes \$6,475.39 in taxes and about \$27,500 in other liens. Mr. Hilton said that if his bank would have told him that they were not paying the taxes, then he would have paid them. He stated that the bank and the Town never told him that he owed anything. Dwayne stated that they had contacted him. Mr. Hilton said that they contacted him about 3 or 4 months ago. Dwayne stated that they have been sending him letters for 3 years but he refused to pick them up.

Selectman Cowen asked Dwayne to go through the process to make sure that Mr. Hilton understood it. Dwayne stated that if he decides he wants to sell, the town would need to agree to let him sell it because the town now owns it. Mr. Hilton has possession but we have title. Dwayne stated that if he did move forward with a sale we would have to sign off on all liens. We don't sign off until we are paid so all of that would have to be escrowed to a title so a Title Attorney would have to be involved. If it is a private sale, the town would require a Title Attorney to be involved at his cost and not the Town's cost. All of the money gets transferred at closing.

Selectman Johnson, Sr. motioned to approve the Land Purchase Installment Contract with Malcolm Hilton. Selectman Johnson, Jr. seconded the motion. VOTE: 5-0

Dwayne told Mr. Hilton that the first \$500 is due when he comes in to sign the agreement and Dwayne told him that would be sometime this week. Mr. Hilton stated that he couldn't pay anything until the 1st of the month. Dwayne asked the Board if they wanted to extend it until May. They agreed to give him until May 5th.

Selectman Hall motioned to allow Malcolm Hilton to make the first payment by May 5, 2017. Selectman Johnson, Sr. seconded the motion. VOTE: 5-0

B. Town Meeting FY18: Appoint Additional Ballot Clerks

Dwayne stated that they need another Ballot Clerk to be appointed for the Town Meeting. Chris Dudley has suggested Linda Pederson.

Selectman Johnson, Jr. motioned to approve Linda Pederson be appointed as a Ballot Clerk for the Town Meeting. Selectman Cowan seconded the motion. VOTE: 5-0

C. Town Meeting FY18: Selectmen Requests for Meeting

Dwayne asked the Selectmen if they had any requests for the Town Meeting. Chairman Galemmo would like to have water.

Dwayne stated that they will do a presentation to Elaine Folsom. He will have all of the Articles up on the screen for the audience to see. He has gone over everything with the moderator, Tim Kezar.

6. Other Business:

Dwayne stated that he had a draft of the York County taxes in their packet. Our County tax is projected to go up about \$16,000. He stated that it will not go up any higher but it may go down a little bit.

7. Review and Approve Warrants and Correspondence:

Warrant:	March 28, 2017	- \$	0.00
Warrant:	April 4, 2017	- \$	175,520.44

Selectman Hall motioned to approve the Warrant of April 4, 2017 for the amount of \$175,520.44. Selectman Johnson, Jr. seconded the motion. VOTE: 5-0

8. Adjournment:

Selectman Cowan motioned to adjourn the meeting at 7:50 pm. Selectman Johnson, Sr. seconded the motion. VOTE: 5-0

Respectively Submitted,
Susan Niehoff, Stenographer

Original to Town Clerk

Chairman: Charles Galemmo

Selectman: Wendy Cowan

Selectman: Michael Johnson, Jr.

Selectman: Jonathan Hall

Selectman: Michael Johnson, Sr.