

**North Berwick Board of Selectmen Minutes March 3, 2015**

**NORTH BERWICK BOARD OF SELECTMEN MINUTES  
MARCH 3, 2015**

**Present:** Chairman Danforth, Selectman Galemmo, Selectman Cowan, Selectman Drew

**Absent:** Selectman Folsom

**Also Present:** Dwayne Morin, Lynn Manley, David Parker, Sharon Braly, Richard Braly, Qiana Qualls, John Archambault, Cortney Beamis, Sofie Larsen, William Hoosfon

Chairman Danforth opened the meeting at 6:30 pm.

- 1. Pledge of Allegiance**
- 2. Review and Approve Minutes of February 17, 2015**

Dwayne Morin stated that he had made one change. Under Other Business-Executive Session-Poverty Abatement, the PA number needed to be changed. It was written as PA 3-2014 but it should be PA 1-2015.

Selectman Galemmo motioned to accept the minutes of February 17, 2015 as amended. Selectman Cowan seconded the motion. VOTE: 4-0

- 3. Public Input**

There was no public input at this time.

## **5. New Business:**

### **A. Conservation/Agricultural Committee: Kickoff Meeting with Committee**

Chairman Danforth stated that this was a kickoff meeting for the Conservation & Agricultural Committee. He congratulated all of the new committee members on their appointments. Dwayne gave each of the members a binder. He stated that they contain a few things that will help them out. He stated that the first section is the Bylaws that has been adopted by the Board of Selectmen. This includes the duties of the Board. He stated that the second tab is an inventory of all of the lands that the Town owns. It also includes Town associated lands such as SAD 60, Historical Society, Sanitary District, Water District and Great Works Regional Trust lands. They are all in Conservation or in Trust. He stated that the last section was excerpts from the Comprehensive Plan. He stated that wherever there is an Action Plan that states Conservation Commission, it is the charge of the Conservation and Agricultural Commission. It starts with Recreation and Open Space and goes all the way through Agriculture and Forestry policies.

Dwayne stated that the first charge that the Board of Selectmen wanted the Committee to work on is #3 under Duties in the Bylaws. Dwayne read it into the minutes:

3. The Commission shall review all town policy and ordinances with the purpose of making recommendations to the Board of Selectmen to promote agriculture in North Berwick as a way to provide jobs and food for the people of North Berwick. This review should be done in reference to the Town's Comprehensive Plan. The Committee shall coordinate its activities with existing municipal agencies, commissions, departments, and conservation/agricultural bodies organized for similar purposes to develop specific proposals and ordinance changes to be presented to the Board of Selectmen.

Dwayne stated that one of the main reasons that they created this committee was because of these issues. He stated that he knows that the Planning Board is looking forward to seeing what will come out of this Committee as it relates to agricultural ordinances so they can make changes that are deemed appropriate.

Chairman Danforth stated that he had read an article today from Maine Business. It was an interview with the Chairman of Cianbro Corporation, which is the largest contractor in the State of Maine. Chairman Danforth stated that this gentleman has really worked with a lot of the more recent Governors and has pushed hard for the East/West Highway. The reason that he wants this East/West Highway is that it would be a great asset for any food that is produced in the County. He really was promoting farming. He stated that farming has really dropped off in the last 50 years and he is trying to promote it in other ways and trying to get people to innovate businesses related to farming. Chairman Danforth stated that he had also mentioned bringing some of the northern railroads back. Selectman Cowan stated that she has always wanted to see the train system be used again to better connect the northern and southern regions of the State.

Selectman Galemme told the committee members that he hopes that they can do things to enhance the farming in the Town. He also hopes that they can do more with it than our

neighboring towns are doing and maybe we can be a model for others to follow. He stated that people are starting to value local produce more now and he feels like there are a lot of opportunities for farming here in town. Selectman Cowan stated that one of the difficulties that we face as a town is that there is not a lot of traffic that comes down into the center of town. She would like to see something there to draw people in. She stated that the Farmers' Market is a great example of that. She would like it expanded to bring more people in.

Dwayne stated that they now had to go over some of the logistics. They need to establish a meeting date to meet on a monthly basis. At the first meeting, they will need to elect a Chairman and Vice Chairman so there is a point person on the committee. Dwayne stated that he will attend the first meeting to help them with some Boardmanship and logistical things. Dwayne asked the new members which nights would work better for them. There was some discussion among the members and they decided to meet on the 4<sup>th</sup> Tuesday of the month. Dwayne also told them that before the first meeting, they need to see the Town Clerk so they can be sworn in. He told them that they have been signed up for 3 years terms.

Chairman Danforth stated that their first meeting would be Tuesday, March 24<sup>th</sup> at 6:30 pm. Selectman Galembo stated that they should all start thinking of how they want to approach things and how to get started. Selectman Cowan stated that they should each probably think of a few goals that they would like to see done with this Committee prior to the first meeting. One of the members asked if there were any other towns around that had an Agricultural committee. Dwayne stated that a lot of towns have Conservation Committees but he doesn't know of any that have an Agricultural one. He stated that this could be a task of the committee. They could seek out other towns and see what they are doing. Lynn Manley stated that once the snow melts, they could probably go see some of the lands listed to get a better feel for them.

Dwayne introduced Dave Parker to the members. He is the Tree Warden and is also on the Fire Department. Dwayne stated that Dave has probably been on every single property in this town at some point of time in his life. Dwayne stated that they also have access to the GS database that shows all of the properties from an aerial view. He said that he will show whoever becomes the Chairman, how to log onto their computer and Dave can walk them through the sites.

Sofie Larsen asked if the Selectmen were looking to get anything done on any ordinance changes before this year's town meeting. Dwayne stated that they were not and that the time to add anything for this year's Town Meeting is over. He stated that the goal is for them to work on things for next year's and any other future meetings.

Dwayne stated that at the first meeting, they will go over how to structure an Agenda, time frames, conflict of interests and what represents a quorum. He stated that now that they are a body of the Town of North Berwick, they need to be very careful about making quorums in places where quorums shouldn't exist like coffee shops. He stated that it is just another level of awareness that they need to be aware of to now that they are certified Town officials. He stated that decisions need to be made at their meetings not at any other time. He stated that he is available if they need any assistance with anything. He stated that the Planning Board and Code Enforcement Officer can be made available to them as well. He also told them that they will have a \$500 budget to work with after Town Meeting.

**A. Budget FY16: Continuing Discussions on Budget – Review Recommendations**

Dwayne stated that they are now about 90% through the budget. They did Rescue and Police at last night's meeting. They basically just have Parks & Rec, Outside Agencies and Library. Chairman Danforth asked how the cooperation on the Budget Committee has been and Dwayne stated that it has been good. They have had at least 10 of the members present at every meeting and there have been some good discussions. Dwayne stated that so far, all of the recommendations that he has made to them have passed. He stated that there has only been one negative vote on one of the articles. Everything else has been a unanimous vote. The only negative thing that has been brought up has been about the Code Enforcement Officer. One person thought that we should try to keep it as a part time position or try to hire somebody young right out of college. The other committee members did not think that that was a wise choice.

Dwayne stated that they reviewed Rescue budget last night and the members had very good questions. Mike and Dan were there to answer any questions and explain why they had such an increase in their budget. They had great discussions regarding where they are forecasting for the future as it relates to new ambulances vs used ambulances and going to full time coverage vs per diem/part time coverage. He stated that there was some discussion as to what happens if they take in more money than what the budget calls for and how that money is used. Some of the committee members wanted to see that money used right away and decrease the taxation now. They also discussed how it is important that they put money aside for the future. Dwayne stated that budgeting is not a one year process but it needs to be tempered out. Chairman Danforth stated that when he first became a Selectman before Dwayne was the Town Manager, the Road Commissioner would come to the Board of Selectmen and say he needed a truck and they would get a truck. He stated that there was no Capital Improvement plan at all. He stated that one year they had a Highway budget of \$200,000 and another year it was 450,000. He stated that one year he thinks they were actually up to a \$600,000 budget. This made the tax rate go up and down all the time. He stated that Dwayne has done a great job with the whole budget process since he has been here. Dwayne stated that you have to plan ahead. He stated that the outside perception is that we are flying by the seat of our pants, but there is actually a plan. We do plan out and look to the future. Dwayne stated that at last night's Budget meeting, a comment was made about where they could make any cuts. Everything was broken down into detail and there is no room for cutting. Dwayne stated that they can't look at the budget and look for places to cut. He said that the goal is to look at the level of service that we want and make sure that we are doing it in a cost effective manner. He showed the Budget Committee what other towns around us were doing in terms of what their costs are. He stated that they are not comparable. Our Police budget is \$880,000 and every other town around us is over \$1 million. He stated that we have the same number of personnel as they do but we just do things differently. Selectman Cowan stated that you also have to look at the effectiveness of how we do things. Dwayne stated that we were just named one of the top 20 safest places in Maine. We are #8. Every one of the top 20 towns have police departments. He stated that a couple of weeks ago, they came out with the 50 most dangerous towns to live in and there were 10 York County towns on that list. He stated that we are circled by the towns that are the most dangerous locations to live in. Dwayne stated that SUV was a unanimous vote. The only thing they wanted to know was how much more the SUV was over the cruiser. He told them it was \$1800. They asked how long we were

going to have the vehicle and he told them 5 years. They stated that it was just \$300 per year so why were they discussing it.

Dwayne stated that he had to increase the Winter Highway back up to \$125,000. He stated that they are now seeing the effects of the winter on the budget. Dwayne stated that the Governor declared the blizzard of January 27<sup>th</sup> through the 29<sup>th</sup> a disaster. Our numbers exceeded the Federal threshold so we are seeking federal disaster relief. He stated that we would probably get about \$30,000. He stated that they have a 48 hour window and they picked their most expensive 48 hours.

Dwayne stated that they are using quite a bit of designated fund balance. He said that he budgets the number but they are not raising any new money. He stated that even though the budget says that we are up 6% we are actually just at 4% because we are using designated money that we have just been rolling over and over again.

Dwayne stated that they should be done going over all of the Budget in the next 2 Mondays.

**B. Zoning Changes: Review Zoning Changes From Planning Board**

Dwayne stated that at the last meeting, the Board decided not to put forward the proposal for an Auto Repair Garage in a Residential Zone. He stated that there is a rumor that a citizen's petition is going around and he believes that they will submit it before the March 4<sup>th</sup> deadline. He said that if they do submit it before the deadline, than the proposal will be on the ballot for the town vote.

**C. Canoe Launch: Brezak Proposal**

Dwayne stated that he has not heard anything from the Brezak's in regards to the proposed agreement that he sent to them in regards to the fencing.

**Reminders: Next Board of Selectmen's Meeting** – Mar. 17, 2015 – 6:30 pm Municipal Building

Budget Committee – March 9, 2015 – 6:30 pm Municipal Building

Budget Committee – March 16, 2015 – 6:30 pm Municipal Building

**5. Police: Repairs to K-9 Cruiser, Reserve Officer Appointment**

Dwayne stated that the seal around one of the pistons went and it fell into the cylinder, causing the piston to rupture two cylinders, so we lost the engine. This was the cruiser that we were going to replace with the new cruiser anyway. The plan was to move all of the K-9 stuff into another cruiser and when we get the SUV, it would become one of our vehicles. He stated that they don't want to use the SUV as the primary vehicle. They want to intermingle it with the other vehicles. He stated that the problem is that the Town Meeting is not until April so if we order the SUV in April, we will not get it until July or August leaving us down a cruiser. He said that they have been looking at alternatives solutions. If they put a new engine in it, it would cost about \$8,500. They brought down to their dealer, Hilltop Chevrolet to see what they

recommend. He said that they could put in a new one or look around for a used one. They suggested that they talk to a local garage and see what they could do. They told him that they could find a used engine. He stated that they found an engine with 147,000 miles on it for \$500 but it was sold last Friday before we could get it. They found 2 other engines that have less mileage and are only \$400 more. We can get one with 90,000 miles for \$900 and Larry will charge us \$730 to put it in. He said that for under \$2,000 they can get the car back on the road within 2 weeks.

Selectman Galemmo motioned to allocate \$2,000 from the emergency fund for the repair of the police cruiser. Selectman Cowan seconded the motion. VOTE: 4-0

Dwayne stated that he is also looking for the Board to approve an application for a reserve officer appointment. Dwayne said that he is not sure how long we will have him but we really need some additional reserve officers, especially with heading into Spring and Summer. This is when a lot of the officers take their vacations and we don't want to put it out there as overtime. We would rather use our reserve officers. His name is Scott Hendrick. He worked for the County Sheriff for the past seven years but he was let go after the election of the new Sheriff. He has also worked for Wells Police Department.

Selectman Galemmo motioned to approve the appointment of Scott Hendrick as a Reserve Officer. Selectman Cowan seconded the motion. VOTE: 4-0

Dwayne stated that he is also licensed as an EMT. If he would like extra shifts, he can pick some up with our Rescue Department. Dwayne stated that Mr. Hendrick has told them that he is actively looking for a full time position, but we will use him now until he finds something. Even when he gets a full time position, he may still be able to do some shifts with us.

**C. Foreclosures: Review List of Foreclosures for FY2013**

Dwayne stated that everybody came forward and paid their taxes. There will be no foreclosures. He said that he just reviewed the ones for 2014 and they only have 56 accounts that are not paid up. He states that this is a very low number. Usually we are at about 120 accounts.

**D. ZBA: Julie Fernee Appointment**

Dwayne stated that he has been trying to get a hold of Julie Fernee and David Cutter because their terms on the Zoning Board expired on December 30, 2014. He did get a hold of Julie and she did say that she would like to go back on the Board. He still has not heard back from David Cutter. He said that he still does not have paperwork from her yet but he brought it up tonight because there is a ZBA meeting coming up. One of the ZBA members is the one filing the appeal so they will be short a member.

Selectman Cowan motioned to approve the reappointment of Julie Fernee to the Zoning Board of Appeals. Selectman Drew seconded the motion. VOTE: 4-0

Dwayne stated that this is a 3 year term so her term will expire in 2017. He stated that we are still down two members.

**6. Other Business:**

Dwayne stated that the meeting with Hussey Seating fell through. He needs dates from the Board for another meeting. Most of them stated that Mondays seem to be the best.

**7. Review and Approve Warrants and Correspondence:**

Warrant:	February 27, 2015	- \$ 35,935.60
Warrant:	March 3, 2015	- \$ 17,817.28

Selectman Galemmo motioned to approve the Warrant of February 27, 2015 for the amount of \$35,935.60 and the Warrant of March 3, 2015 for the amount of \$17,817.28. Selectman Drew seconded the motion.

VOTE: 4-0

**8. Adjournment:**

Selectman Galemmo motioned to adjourn the meeting at 8:00 pm. Selectman Cowan seconded the motion. VOTE: 4-0

Respectively submitted,  
Susan Niehoff, Stenographer

Original to Town Clerk

Chairman: Paul Danforth

Selectman: Charles Galemmo

Selectman: Elaine Folsom

Selectman: Gregg Drew

Selectman: Wendy Cowan