

North Berwick Board of Selectmen Minutes April 21, 2015

NORTH BERWICK BOARD OF SELECTMEN MINUTES APRIL 21, 2015

Present: Selectman Galemmo, Selectman Johnson, Selectman Hall, Selectman Cowan, Selectman Folsom

Also Present: Dwayne Morin, Martha DoByns

Selectman Galemmo opened the meeting at 6:30 pm.

1. Pledge of Allegiance

2. Welcome Newly Elected Selectmen

The new Selectmen that were elected at the Town Meeting were Jonathan Hall and Michael Johnson, Jr. Selectman Galemmo welcomed them to the Board. Dwayne Morin talked to them about emails. He told them that they would have town ones but if they would like to use their own as well that they would need to provide him with those. Dwayne stated that he sends them emails before any meeting to let them know what will be on the Agenda. He will also send them other emails to let them know of any events coming up or any other information that they would need to know about. He stated that any information will be sent to the town email as the original email and any other emails will be sent as a cc. He stated that the Right To Know Law has made it very difficult to use your own private ones because it then becomes accessible to anyone in the public. Selectman Folsom suggested that Dwayne give them a municipal office's handbook. Dwayne stated that he will be putting together a book that has the Town Ordinance and Comprehensive Plan so he can definitely add the handbook to this.

Selectman Galemmo stated that just about everything that they do is considered public information other than when they go into Executive Session. This happens when they have to discuss confidential things like personnel issues or poverty abatements. Selectman Folsom stated that during the Executive Sessions, they cannot take any notes. Dwayne stated that if they would take any notes than they become eligible to be made public under the Right to Know Law.

Dwayne stated that there should be a new Selectmen workshop coming up that they could attend if they wanted to. He said that he will also provide them with pamphlets and brochures to read through. He also stated that they could call him or drop by his office if they had any questions.

3. Election of Officers for Ensuing Year: Chair and Vice Chair

Selectman Galemmo stated that they needed to elect officers for the current year.

Selectman Cowan motioned to nominate Selectman Galemmo to be Chairman. Selectman Folsom seconded the motion. VOTE: 4-0 Abstain: 1

Chairman Galemmo motioned to nominate Selectman Cowan to be Vice Chairman. Selectman Folsom seconded the motion. VOTE: 4-0 Abstain: 1

4. Review and Approve Minutes of April 7, 2015

Chairman Galemmo informed the new members that they would not be able to vote on these minutes because they were not in office at the time of that meeting.

Selectman Folsom motioned to accept the minutes of April 7, 2015. Selectman Cowan seconded the motion. VOTE: 3-0 Abstain: 2

5. Public Input

There is no public input at this time.

6. Unfinished Business

There is no unfinished business at this time.

Reminders: Next Board of Selectmen's Meeting – May 5, 2015

7. New Business:

A. Town Meeting: Review of Town Meeting Results

Dwayne stated that everything went as planned and as the Board of Selectmen had recommended. There were no big surprises. He stated that all of the referendum questions also passed. He stated that the definitions were a close vote, primarily because he believes that a lot of people didn't understand what they were actually voting on with Question #1. Selectman Cowan stated that she did feel that the way it was written was confusing. She was wondering how the wording for these questions are determined. Dwayne stated that they are written by the Town Attorney. He stated that the questions themselves were written by the Attorney but the definitions themselves were written but both the Planning Board and the Board of the Selectmen. He said that the first two were worked on by both Boards and the third one was worked on by the

Planning Board. Selectman Cowan stated that she did feel that the question itself was a little unclear. Dwayne stated that a lot of people felt that it was an anti-Wick vote, but this was not the case at all. Dwayne stated that they may want to look at the garage wording. He stated that within the garage definition was a square footage and typically we don't include anything like that. He said that they may want to relook at amending this and just eliminating the square footage requirement. He stated that there is a square footage requirement in every zone because of coverage. Selectman Cowan stated that she also believes that people were just unclear of what they were voting on. Selectman Folsom stated that there were a lot of rumors going around as well. Dwayne stated that he had a long discussion with the Dan and Larry Wick this morning about the whole situation. He stated that Dan will still be pursuing a petition. Selectman Cowan said that she thought the he had decided not to pursue it. Dwayne stated that he had decided to not pursue it for this year but he believes that they will for next year. Chairman Galemme asked why he just doesn't ask to have his area reclassified. Dwayne that you can't spot zone and his property is right in the middle of a zone. Dwayne stated that the question is whether to petition to change all of the zones or only for the zone that he is in. Selectman Hall asked if there was any reason why a definition couldn't be on the ballot with what they are actually voting on. Dwayne stated that, by law, you can only put the question on the ballot. You are not allowed to put any of the substance with it because if they did, the ballot would be about 10 pages long. Also, the questions need to be structured with very legal terminology.

B. Selectmen: Selectmen of Standing Committees: Labor, Fair Hearing, Rescue

Dwayne stated that there are three standing committees that the Selectmen create. They need to appoint a Selectman to meet with the Rescue Squad Board of Directors. They usually meet about once every other month. They also need 2 Selectman for the Labor Committee and 2 for the Fair Hearing Committee. The Labor Committee meets when they hire new personnel and when they are negotiating new contracts. He stated that the Fair Hearing Committee is an at will committee. This means that when they perform General Assistance and somebody is unhappy with what the General Assistance Administrator determines, the person has 5 days to file for a Fair Hearing. The person that is applying for General Assistance would state their position before the Fair Hearing Committee and then the General Assistance Administrator states her position before the Committee. The Fair Hearing Committee would then make the decision to either uphold the General Assistance Administrator's decision or reverse it. Dwayne stated that they have only had one in the past 10 years. Dwayne stated that the Labor Committee will be meeting very soon to interview applicants for the Code Enforcement Officer position. Dwayne told the new Selectmen that the reason that they do two Selectmen only is because anytime that there are more than three Selectmen together it is considered a quorum and makes it a public meeting. He told them that anytime they are in a social setting, they need to be aware of that. If they are more than three in a social setting, than they need to not discuss any town business. By doing only two Selectmen on these committees, it allows for the meeting to not be open to the public. The Board decided that Selectman Hall and Chairman Galemme would be on the Labor Committee, Selectman Cowan and Selectman Folsom would be on the Fair Hearing Committee and Selectman Johnson would be the representative on the Rescue Squad.

Selectman Hall motioned to accept that Chairman Galemmo and Selectman Hall will be on the Labor Committee, Selectman Cowan and Selectman Folsom would be on the Fair Hearing Committee and Selectman Johnson would be the representative on the Rescue Squad. Selectman Cowan seconded the motion. VOTE: 5-0

C. Town Office: New Customer Service Clerk

Dwayne stated that they were looking for a new Customer Service Clerk and he has now hired somebody for that position. He hired Rebecca Carter and she comes with a lot of experience. He stated that this was nice because you don't typically find somebody with municipality experience. She used to work for the Town of Kittery for a couple of years. She built a house here in town and worked for the Town of Sanford for a short period of time. She is now working part time for Berwick. She will work part time for them and part time for us. They will be transitioning her to be the Assistant General Assistance Administrator as well.

D. Code Enforcement: Update on Filling Position

Dwayne stated that they have received five applications. He said that the goal is to interview at the beginning of May and to hire so the person can start in mid-June so they can work with Larry for a few weeks before Larry retires for good. Selectman Cowan asked if there were strong candidates. Dwayne stated that there are 3 qualified candidates that have certifications already. Two have complete certifications and one has the majority of the certifications. The two others do not have any certifications. He stated that this doesn't mean that they would not be strong candidates but it is definitely something that they want to look at. He said that two of them have no code enforcement experience at all. Selectman Johnson asked if any of them have contracting experience and Dwayne stated that a couple of them did. Dwayne stated that the code enforcement officer is only about 25% building trades. They spend the majority of the time on the Zoning Ordinance. He stated that they need to make sure that whoever they hire has a grasp on zoning.

8. Other Business

Selectman Cowan stated that the property at the end of Madison Street that borders the Route 4 and Route 9 intersection is starting to look bad. It is the property behind the Burbank home. She said that there is a lot of trash. Dwayne stated that there is actually a court order on that property that states that they do not maintain the property than they owe the Town \$20,000. Dwayne stated that he will have Larry go and take a look and contact the owner.

Dwayne asked the Board to think of some goals that they want to achieve for the upcoming year.

Dwayne stated that the police have taken possession of the new canine dog, Maverick. He said that he has been doing really well with Hoki. Dwayne stated that they put Maverick into the back of the car and he was very rambunctious. They put Hoki in there and he just sits down in his cage and Maverick calmed right down. Selectman Johnson asked if they make any money when other communities use the dog's services. Dwayne stated that they can't charge them for these services.

9. Review and Approve Warrants and Correspondence

Warrant:	April 14, 2015	- \$ 28,815.91
Warrant:	April 21, 2015	- \$ 573,443.66

Dwayne stated that the new Selectmen cannot vote on the April 14th Warrant because they were not Selectmen at the time so they will need to do two separate motions.

Selectman Cowan motioned to accept the Warrant of April 14, 2015 for the amount of \$28,815.91. Selectman Folsom seconded the motion. VOTE: 3-0 Abstain: 2

Selectman Folsom motioned to accept the Warrant of April 21, 2015 for the amount of \$573,443.66. Selectman Cowan seconded the motion. VOTE: 5-0

10. Adjournment:

Selectman Folsom motioned to adjourn the meeting at 7:19 pm. Selectman Johnson seconded the motion. VOTE: 5-0

Respectively submitted,
Susan Niehoff, Stenographer

Original to Town Clerk

Chairman: Charles Galemmo

Selectman: Wendy Cowan

Selectman: Elaine Folsom

Selectman: Michael Johnson, Jr.

Selectman: Jonathan Hall