

**North Berwick Board of Selectmen's Minutes: August 20, 2013**

**NORTH BERWICK BOARD OF SELECTMEN'S MINUTES  
AUGUST 20, 2013**

**Present:** Chairman Galemmo, Selectman Folsom, Selectman Drew

**Absent:** Selectman Cowan, Selectman Danforth

**Also Present:** Dwayne Morin

Chairman Galemmo opened the Board of Selectmen's Meeting at 6:36 pm.

**1. Pledge of Allegiance**

**2. Public Hearing: 6:35 pm- General Assistance Appendices**

Chairman Galemmo opened the Public Hearing for the General Assistance Ordinance and Appendices.

Dwayne Morin stated that there are two changes to the General Assistance Ordinance and Appendices. The first change actually became effective on July 1 and we have been using it because DHS and MMA told us to do so pending Selectmen approval. The change is an increase in the overall maximum allowed assistance. Mr. Morin stated that in the packet he distributed to the Selectman, on Page 1 under Maximum Assistance for a 1-person household, the amount went from \$661 a month to \$678 a month. The overall maximum allowed assistance that the town can offer under the General Assistance Program is the only change that took affect on July 1<sup>st</sup>. Dwayne stated that if someone comes to the Town and is a family of 2 and makes \$500 per month, the most that the Town could assist them with would be \$204 because the maximum assistance is \$704. If the person would make \$705 or more, than the Town would not be able to help them out.

Dwayne also stated that if the person gets Food Stamps or food assistance it is not counted towards this amount.

Dwayne stated that the second change would take place in October. One of the changes that will take affect is that electricity costs will be increased. He states that if you pay electricity and have a hot water heater, it is changed. For a family of one, it is going from \$70 per month to \$82 per month and for a family of five, it is going from \$120 per month to \$176 per month.

The other change is for heated apartments. It is only the upper end that has changed. The 0 bedrooms stayed the same, 1 bedroom went from \$608 to \$633, 2 bedrooms went from \$773 to \$810, 3 bedrooms went from \$922 to \$1,114 and 4 bedrooms went from \$992 to \$1,143.

So the changes that will take place on October 1<sup>st</sup> would be that if you have a hot water heater and heated apartments, they now have a higher threshold for the Town to help with assistance.

There was no public for public input.

Chairman Galemмо closed the Public Hearting at 6:42pm. We will have a recess to wait for Selectman Drew to arrive.

Chairman reopened the meeting at 6:57 pm.

### **3. Review and Approve Minutes of July 16, 2013**

Dwayne stated that this couldn't be done because Selectman Drew was not at that meeting so he cannot sign off on the minutes. Chairman Galemмо stated that they would postpone this until the next meetings because there are not enough members present to sign.

### **4. Public Input**

There was no public input.

### **5. Unfinished Business:**

#### **A. Roads**

Dwayne stated that they finished all of the shouldering on Maple Street. They have also been doing roadside cutting. This week, they have started doing the ditching on Wilmer Chase and Knights Pond Roads. All that they have left is paving on Wilmer Chase Road, which can be done in a week.

**B. Area Selectmen Meetings: Revival of the Area Selectmen's Meetings**

Dwayne stated that they received an email from Berwick stating that they would be the host for the first one. Dwayne told them that Wednesday nights would be the best night. They are now just waiting to set a date. They were just waiting for Lebanon to get back to them.

**C. Canal Street Park: Update on Skateboard Equipment**

Dwayne stated that it is going to a Grand Jury indictment this week. The DA has decided to prosecute and is bringing charges against an individual to the Grand Jury.

**D. York County: Budget Committee Request for Legal Funds**

Dwayne stated this is a continuation of the discussions they have had regarding Budget Committee and the County Commissioners. He stated that the Budget Committee have decided to sue the County Commissioners and are asking for all the towns in York County to assist in their defense. He states that North Berwick's cost would be \$327. Dwayne states that, as of today, there are a number of towns that have agreed to pay as well as number of towns that have said they are not going to pay. He stated that most of the towns that have agreed to pay have members on the Budget Committee. Dwayne stated that in the packet he distributed tonight, there is a letter from the Budget Committee asking the Town of North Berwick to participate in the amount of \$327. There is also a copy of the brief that they have filed in York County Superior Court asking for relief against the County Commissioners stating that they did not have the right to censure them because they refused to sign the Code of Ethics because of the one line that states the County Commissioners could alter or change a vote of the Budget Committee.

Selectman Folsom motioned for the Board not to pay the \$327 for the Budget Committee defense. Selectman Drew seconded the motion. VOTE: 3-0

**Reminders: Next Board of Selectmen's Meeting** – Sept. 3, 2013 – 6:30 pm Municipal Building

**6. New Business:**

**A. Commitment FY14: Establish Tax Rate for FY14**

Dwayne stated that the overall net budget that we need to raise from taxation is \$7.35 million so we can set the tax rate from about 12.26 to 12.87. Our current tax rate is 12.45 and if we maintain the same tax rate, we would have an overlay of about \$117,500. Selectman Drew motioned to keep the tax rate at 12.45. Selectman Folsom seconded the motion. VOTE: 3-0

Dwayne stated that they now have a Supplement and Abatement to act on right away. When Craig Skelton was rerunning the numbers, he noticed that there was one house that was left off the assessment. He checked with TRIO to see if we could add this house. Dwayne stated that all of our data gets stored in a data file, which is called a vb1 file. He said that when we transfer all the new and calculate everything it creates a new vb1 file, which captures all the keystrokes up to that date. In order for us to go ahead and redo this house, we would have had to take our old vb1 file and reestablish it and rerun everything all over again, which means we would have lost all the keystrokes that would have happened from June 25<sup>th</sup> until now. We didn't know how much that would be. Keystrokes include addresses and change of ownership, not values but things that would make tax bills go to the wrong place. Craig felt that it would be better not to do that, but just abate the tax bill that was just established for the Angers and reestablish their new tax bill for their house. An Abatement is in order for the Angers, Acct #2500 in the amount of \$931.26. Also, a Supplemental Tax Certificate for the Angers Acct. #2500 would be in order of \$2,605.79. The \$900 is just for their land and the \$2600 is for their land and their house.

Selectman Drew motioned to grant the Abatement and Supplemental for the Angers property. Selectman Folsom seconded the motion. VOTE: 3-0

**B. Police: Review Memorandum with Pratt Plant Protections Services**

Dwayne stated that the Police Department and Pratt & Whitney security have been working together. Right now, there are two North Berwick Police officers that also work for Pratt & Whitney. Pratt & Whitney have been asking the Town what happens if something occurs within Pratt & Whitney that would necessitate the need for law enforcement officer. Dwayne stated that the concerns that our Attorney and insurance company had were kind of multifaceted. The first one was, these employees, when they work at Pratt & Whitney are known as Pratt & Whitney employees. So for them to all of a sudden say "Halt I'm a Police Officer", they would still be identified as Pratt & Whitney employees not necessarily a police officer. One of the concerns with this is when do they go into action, when are they now separated from being a Pratt & Whitney employee to being a Police Officer. Dwayne stated that they really wanted to have a definitive line between the two. The two employees involved wanted to be able to make that decision on their own. However, our Attorney stated that there really should be another definitive course of action that changes that. It was decided that, if they feel the need is necessary for them to go into action, they need to contact an Officer on duty.

The Attorney and insurance company also wanted a clear identification. Pratt & Whitney has purchased for these two officers, flap jackets that say POLICE on both the front and back. So they will need to not only wear their flap jackets plus identify them with the badge and they carry their badge at all times. So it will now be visual that they are now police but they verbally say North Berwick Police.

The other concern is that our officers carry weapons, so they will be allowed to have their service revolver in a locked safe that is in a secure area. Selectman Drew asked about

whose payroll they would be on when this switch happens. Dwayne stated that once they become officers, they are off the Pratt & Whitney payroll and on the North Berwick Police payroll.

Selectman Folsom motioned to allow Dwayne Morin to represent the Town. Selectman Drew seconded the motion.

Dwayne added that if the Town would hire another police officer, and they become an employee or already are an employee at Pratt & Whitney, they would not automatically be added to this agreement. The Town and Pratt & Whitney would have to agree to add them to it.

VOTE: 3-0

**C. Transfer Station:** Award Bid for Open Top Container

Dwayne stated that this was for a third container that we are purchasing to replace our old containers from the 1980's. We received two bids which both came in at the same amount. They both came in at \$61.50. We have done a lot of business with Atlantic Recycling and have not done any business with Maguire Equipment. Dwayne recommends to the Board that we award the bid to Atlantic Recycling Equipment.

Selectman Folsom motioned to accept the bid from Atlantic Recycling Equipment for \$61.50. Selectman seconded the motion. VOTE: 3-0

**D. Fire Department:** Award Bid for Door Replacement

Dwayne stated that the front door at the Fire Department is in desperate need to be replaced. We have received three bids. The lowest cost came from Cliff Foster at \$3,210. They are putting in a steel fire door on the side of the center fire station and change the locks to a pass code instead of a key. J.R. Hilton came in at \$4,225 and Cason Carpentry came in at \$4,159. Selectman Drew asked if they all had the same specs and Dwayne stated that they did.

Selectman Drew motioned to accept the bid by Cliff Foster for \$3,210 to replace the fire door and change locks to pass code entry at the fire station. Selectman Folsom seconded the motion. VOTE: 3-0

**E. Roads:** Private Road Name Request Harvey's Way

Craig Linscott has put in a request to accept the name of Harvey's Way for a new road off Boyle Road. There are two houses on this private road so it has to be named. Dwayne stated that there is no other Harvey's Way or anything similar in town. Selectman Drew motioned to accept the request for the private road to be named Harvey's Way. Selectman Folsom seconded the motion. VOTE: 3-0

## **7. Other Business:**

Dwayne stated that he spoke with each of the department heads and said that everything went well while he was gone on vacation. Selectman Folsom stated that the Mill Field Festival was a success.

Dwayne also mentioned some changes in the insurance because of the Affordable Health Care Act. Currently, the policy states that the Town offers insurance to employees that work 35 hours or more. With the Affordable Health Care Act, the Town will need to offer it to employees who work 30 hours or more. This will affect two positions. We will need to decide to either pay for insurance for these two employees, which the Town cannot afford right now or lower the number of hours that are available for these two positions. The two positions are the Captain's position in the Police Department and our Janitor. They both work 30 hours. We would need to bring their hours down to 29 hours a week or face a penalty. Dwayne did state that they would pay no penalty because if you have less than 30 full time employees, which we don't, there would be no penalty. The Town needs to make notifications by October 1<sup>st</sup> to all the employees so these decisions need to be made. Dwayne is also trying to find out if we need to change the Personnel Policy to align with the new Healthcare Act. Chairman Galemme stated that if you did not update the Personnel Policy, the law would override the policy.

## **8. Review and Approve Warrants and Correspondence**

Warrant:	July 23, 2013	- \$ 435,608.57
Warrant:	August 6, 2013	- \$ 67,603.97
Warrant:	August 13, 2013	- \$ 9,449.63
Warrant:	August 20, 2013	- \$ 505,735.35

Selectman Drew motioned to accept the Warrant of July 23, 2013 in the amount of \$435,608.57, the Warrant of August 6, 2013 in the amount of \$67,603.97, the Warrant of August 13, 2013 in the amount of \$9,449.63 and the Warrant of August 20, 2013 in the amount of \$505,735.35. Selectman Folsom seconded the motion. VOTE: 3-0

**9. Adjournment:**

Selectman Folsom motioned to adjourn the meeting at 7:49 pm. Selectman Drew seconded the motion. VOTE: 3-0

Respectively submitted:  
Susan Niehoff, Stenographer

Original to Town Clerk

Chairman: Charles Galemmo

Selectman: Paul Danforth

Selectman: Elaine Folsom

Selectman: Gregg Drew

Selectman: Wendy Cowan