

North Berwick Board of Selectmen's Minutes: November 5, 2013

**NORTH BERWICK BOARD OF SELECTMEN MINUTES
NOVEMBER 5, 2013**

Present: Chairman Galemmo, Selectman Folsom, Selectman Drew, Selectman Cowan, Selectman Danforth came in at 7:35 pm

Also Present: Dwayne Morin

Chairman Galemmo opened the Board of Selectmen's Meeting at 6:30 pm.

1. Pledge of Allegiance

2. Review and Approve Minutes of October 15, 2013

Selectman Folsom motioned to accept the minutes from October 15, 2013. Selectman Cowan seconded the motion. VOTE: 3-0-1

3. Public Input

There is no public input at this time.

4. Unfinished Business:

A. Roads: Update on Road Projects

Dwayne Morin stated that most of the bills for the roads are in. It looks like there will be a balance of about \$54,000.00 before we do next year's work. He stated that if you take Hartford Lane out of this amount it would still leave about \$29,000.00 to bring forward into next year. Selectman Drew asked Dwayne what needed to be done on Hartford Lane. Dwayne stated that it is really scheduled to be done in the next couple of years but the first 500 feet needs to be paved. He stated that they are done paving for this year. He said that they will do Beech Ridge, Knights Pond, Lynn Street and Hartford Lane in the spring. He said that most of the companies are done paving for the year.

B. Area Selectmen Meetings: Update on Meeting

Dwayne stated that they had the Area Selectmen Meeting last Wednesday in Berwick. All of the Selectmen but one from Berwick were there as well as two Selectmen from Lebanon, one from South Berwick and two from North Berwick were in attendance. They exchanged some ideas and talked about some cooperation ventures that some of them were interested in seeing. Dwayne mentioned to them about the idea of cooperative purchasing. They could save a lot of money by buying things together. Dwayne stated that North Berwick will host the next meeting sometime in mid-January.

C. Town Office: Update on Acceptance of Credit Cards and Debit Cards

Dwayne stated that if everything went well, they should be all set up by the end of next week so they can do some testing and training. They should be up and running by the beginning of January.

D. Canoe Launch: Update on Progress

Dwayne stated that Pratt had completed their environmental assessment on both properties. The only thing that they found on the property that we are giving them is some old pipe and some coal clinks. The coal clinks were their biggest concern because there used to be a coal furnace there. On the Pratt land, they found some trash which they will be picking up. Dwayne stated that they are now just waiting for the deeds. He stated that hopefully it will be taken care of soon so some town workers can go in and starting clearing off brush.

Reminders: Next Board of Selectmen's Meeting – November 19, 2013 – 6:30 pm Municipal Building

Dwayne stated that there will be a Public Hearing at this meeting for junkyards. The Great Works Regional Land Trust will also be here to request money for the Town.

Fire Department – November 6, 2013 – 6:30 pm Fire Station

Labor Negotiations – November 12, 2013 – 6:00 pm Municipal Building

5. New Business:

A. Surplus Equipment: Award Bid for Sale of Cruiser

Dwayne stated that they had received two bids for the police cruiser. One was from Jesse Peasley for \$711.00 and the other was from Robert Kearns for \$527.00.

Selectman Cowan motioned to award the bid for the cruiser to Jesse Peasley for \$711.00. Selectman Drew seconded the motion. VOTE: 4-0

B. Transfer Station: Award Bid for Sale of Old Container

Dwayne stated that there were several people that were interested in the container but they only received one letter of commitment. This letter is from Berwick Iron & Metal Recycling for \$3,000.00. Selectman Drew asked what they were going to use it for and Dwayne stated that they were going to use it as a container at their facility.

Selectman Drew motioned to grant the bid for the 40 yard open top container to Berwick Iron & Metal Recycling for the amount of \$3,000.00. Selectman Cowan seconded the motion. VOTE: 4-0

C. Commitment FY2014: Supplemental Tax for Hall (Acct. 732) Tree Growth Removal

Dwayne stated that Stanley Hall is selling a piece of property out of Tree Growth so he needs to remove it from Tree Growth. Dwayne stated that since he came in and told them that he was selling property that was part of Tree Growth, he will not be assessed the additional 25% penalty fee. The tax for Mr. Hall that is being assessed for this is \$17,305.80.

Selectman Drew motioned to accept the supplemental tax certificate for Stanley Hall for the amount of \$17,305.80. Selectman Cowan seconded the motion. VOTE: 4-0

D. Budget FY15: Begin Discussions on Budget for FY15

Dwayne would like the Board to start thinking about things to consider for the budget. Dwayne said that one of the things to think about is capital expenditures. In the packet to the Selectmen, on page 21, is a list of the proposed capital expenditures for the upcoming year. He believes some of these are going to change. One of the things in the plan is a Transportation Rolloff Truck. This is a truck that is shared with South Berwick. However, he does not know if South Berwick is going to be replacing it this year. Dwayne would like to take this money and put it in a reserve account. Dwayne stated that when we took possession of the new truck last year, we took Forestry-1 out of commission and replaced it with our old Engine 4 with the goal of replacing Engine 4 with a Tanker truck either this year or next year. The Forestry-1 replacement will most likely be a Tanker replacement. He stated that he is not sure if they will do it this year or next year, but the Board should consider putting money aside for it either way. He said that he still needs to discuss with the Chief and explore what options are available. We currently use Berwick if we need a tanker. He thinks that it would be a good idea for North Berwick to have their own. The truck would be used exclusively at the substation in Farm and Forest. They would be looking for a 3000 gallon Tanker truck.

Chairman Galemme stated that if we do not purchase these trucks this year, is there something in the budget for future years that we could move forward. Dwayne stated that there would be some things that they could look at and access if it would be needed sooner.

Another item on the expenditure list is the Road Bond. Dwayne stated that this is what they need to pay on their 10 year Road Bond. He stated that if you add up the Road Bond, Road Reconstruction and Pavement Maintenance it will add up to \$450,000.00. He stated that this

number could be reduced since we are bringing forth a balance forward. Dwayne stated that they are looking at three roads for next year. They are the second half of Beech Ridge Road as well as a section of Fox Farm Hill road and a section of Linscott Road.

Dwayne continued with some additional expenditures. Dwayne stated that they usually put \$5,000.00 in the sidewalk account. They have a photocopier lease that they put \$3,000.00 in. Also this will be the last of the Roll-off Containers. Dwayne stated that this year also starts the replacement of our SCBA bottles. This is at a cost of \$15,000.00 for the next three years. There is also a fire truck payment of \$42,000.00.

Dwayne stated that he has been notified by the Hurd Library that they would like have the Board consider a Capital Improvement for them. They would like to expand the parking lot. Dwayne stated that they currently have 13 parking spaces. Dwayne included in the packet to the Board, a plan that he received from the library for what they want the parking lot to look like. Dwayne stated that he told them that he had a few issues regarding this. He stated that when the Library originally came forth to construct the addition to the Library, the Selectmen at that time asked them what they were going to do with the parking lot. They answered that their existing parking lot would be sufficient.

Dwayne stated that there were a few other issues. He walked the property today and noticed a few things. He stated that if you look at the northern property line, that part of the land is about 3 feet higher than the current parking lot. So if you push the parking lot all the way to that property line, you will need to build a retaining wall. Also if you go back towards where the tennis courts are, it is raised about 2 ½ feet higher than the current parking lot. Another thing that they need to look at is what they will do with their storm water. With a bigger parking lot comes more storm water. Dwayne states that they have no place to put the storm water. Selectman Cowan asked Dwayne if he had discussed this with the Library and he said that he did and that they would still like it to be done. Selectman Cowan asked if they had considered doing their own Capital Fund campaign and Dwayne stated that they had tapped themselves out with the new addition. Selectman Cowan asked if this was up to us to do and Dwayne said it was because it is our property.

Dwayne wants to get Mike out there so he can look it over and see if it is something that the Town can do. He wants to do all the measurements. He stated that if they do the expansion and it does not allow for a lot more parking spaces, than it may not be worth spending all that money for just a few additional spaces. Dwayne stated that they did tell him that they would like it to be a one way. He said that the only way to do this is to go from lot line to lot line.

Selectman Cowan asked if they were proposing this for next year's budget. Dwayne stated that they would be more than willing to do it in phases. There was further discussions among the Board members regarding the storm water issues. Dwayne says he cannot put a price on what it could cost. They would need to hire someone to assess everything before a cost could be estimated. Chairman Galemme asked how much it would cost to get an engineer to do an assessment for this and Dwayne stated that it would probably be about a couple of thousand dollars. Selectman Cowan asked what account this would come out of and Dwayne stated that there is no account for the money to come out of to pay for this at this time.

Selectman Cowan asked as to what they are basing this request on for the need for the additional spaces. Selectman Folsom stated that whenever they have some special event going on, it is usually a full parking lot then. Dwayne also stated that it is hard to tell with a library when they will be busy.

Chairman Galemmo suggest that they include a study into the budget. Dwayne stated that he can call around and get estimates as to what engineers would charge.

Selectman Cowan asked if there was a recommended amount of parking per square foot for this type of facility. Dwayne stated that there was and that they were pretty close to what the recommendations are already.

Dwayne asked the Board if there were any programs that they would like to see expanded, deleted or added into the Budget. Chairman Galemmo stated that if they were to expand in any areas, it should probably be in the Parks and Recreation budget. However, he does know that it is hard to expand programs without the volunteers. Dwayne also asked if there is anything that the Board wants him to state in his letters to the Department Heads. He wants to know if they have a goal in mind such as do we want to keep it a flat line budget, no more than 3 percent, etc. Chairman Galemmo stated that they really need to give raises this year so he would recommend that the rest of the Budget be as tight as possible. The other Board members agreed.

Selectman Danforth just arrived at the meeting at 7:35 pm.

Dwayne asked Selectman Danforth for his input regarding the Library parking lot. He asked him what he thought it might cost to hire engineers to do a plan. They discussed the storm water issue. Selectman Danforth stated that it would probably cost about \$20,000 for the engineering. Dwayne stated that he would get some pricing to bring forth to the Library and the Board.

E. Rescue: Approval for Victoria McKay to Operate an Emergency Red Light

Dwayne stated that there was an application for a red light permit for Victoria MacKay for the Board to approve.

Selectman Folsom motioned that they approve the Red Light Permit for Victoria MacKay. Selectman Cowan seconded the motion. VOTE: 5-0

6. Other Business – Executive Session – Personnel

Dwayne stated that there was a letter from the District Attorney in their packet. It states that they will be meeting in a couple of days regarding the case for Matthew H. Johnson. He is the gentleman that hit the police cruiser. The Town has asked for restitution.

7. Review and Approve Warrants and Correspondence:

Warrant: October 22, 2013	-	\$ 16,222.02
Warrant: October 29, 2013	-	\$ 34,636.61
Warrant: November 5, 2013	-	\$ 31,745.78

Selectman Folsom motioned to accept the Warrant for October 22, 2013 for the amount of \$16,222.02, the Warrant for October 29, 2013 for the amount of \$34,636.61 and the Warrant for November 5, 2013 for the amount of \$31,745.78. Selectman Cowan seconded the motion. VOTE: 5-0

8. Adjournment:

Selectman Drew motioned for the Board to go into Executive Session from 7:56 to 8:30 pm. Selectman Folsom seconded the motion. VOTE: 5-0

Selectman Drew motioned to adjourn the meeting at 8:30 pm. Selectman Folsom seconded the motion. VOTE: 5-0

Respectively submitted:
Susan Niehoff, Stenographer

Original to Town Clerk

Chairman: Charles Glemmo

Selectman: Paul Danforth

Selectman: Elaine Folsom

Selectman: Gregg Drew

Selectman: Wendy Cowan