

**North Berwick Board of Selectmen's Minutes: May 1, 2007**

**NORTH BERWICK BOARD OF SELECTMEN MINUTES MAY 1, 2007**

**Present:** Chairman Moulton, Selectman Whitten, and Selectman Danforth, Selectman Bourbon and Selectman Folsom.

**Also Present:** Rob Hendricks, Gregg Drew, Dale Clock, Janet Hooke, Ernest Houle and Dwayne Morin.

Chairman Moulton suggested that the Board go out to the parking lot to see the new Unit 1; Fire Department Truck.

Chairman Moulton opened the Board of Selectmen Meeting at 6:43p.m.

**1. Review and Approve Minutes of April 24, 2007**

Selectman Folsom moved to accept the Minutes of April 24, 2007, Selectman Whitten seconded the motion. Vote, 5-0

**2. Public Input:** No Public Input

**4. Unfinished Business:**

**A. Municipal Building:** Update on Project, Pro-Control Contract

Dwayne provided the Board with an update of the Municipal Building. The bricks have all been waterproofed; they also applied Thoroseal on the back wall of the basement where the stair case is located.

Dwayne discussed with the Board the contract for Pro-Controls to maintain service that would monitor the heat and air- conditioning for the Municipal Building. The cost per year for five years will be \$1,690.00

Selectman Danforth moved to accept the service contract on the energy management system with Pro-Controls for \$1,690.00 per year for a five year contract, Selectman Folsom seconded a motion. Vote, 5-0

**B. Parks and Rec: (moved) Member Application (cancelled)**

The applicant withdrew their application from the position on the Parks and Recreation Committee.

**C. April Storm: Review and Discuss Damage from April 16, 2007 Storm**

The Little River Road Bridge has been deemed by the State. It is the responsibility for the Town of North Berwick to fix the approaches to the bridge. The State will have an Inspector on site when North Berwick begins work on the bridge approaches.

On the Dillingham Road we would like to replace the metal culvert with a pre-cast culvert. John Robert will be giving the Town a price.

Chairman Moulton asked for the price to do the job, metal culvert verses the pre-cast culvert. Dwayne answered approximately \$25,000.00 for the metal culvert and \$38,000.00 for the pre – cast. Dwayne explained that the pre-cast culvert will be put in place for that cost. That it is possible FEMA will cover the charge for the pre-cast. Dwayne will meet with FEMA on May 8th, 2007 in Kennebunk. Then FEMA will come to the Town, review all the damages and discuss options.

**D. Mowing Bids: (moved) Discuss Three Year Mowing Option**

The Board asked Dwayne to discuss with Chris Gilpatrick his proposed contract.

Mr. Gilpatrick agreed to enter into a contract with the Town of North Berwick where the Town shall have an option to renew the agreement for a period not to exceed two additional years through 2009 mowing season. The Town shall exercise that option for 2008 no later then December 30, 2007 and for 2009 no later then December 30, 2008.

Selectman Danforth moved to accept the amendment to the mowing contract between the Town of North Berwick and Gilpatrick Property Services dated May 1, 2007, Selectman Whitten seconded a motion.  
Vote, 5-0

**E. Road Work: Discuss Policy of Bidding of Road Work**

Selectman Danforth discussed that at his place of employment they over see all the turnpikes work. On an annual basis the Company will pre-qualify a list of interested parties. The Company will pick five or six contractors that they have used in the past or have done similar work and put

them on a list at such time they need work done. In some instances they choose them if they are able to handle the work. The Company then has a list of bidders already that they are happy with. The importance is that the workers are pre-qualified for the work that needs to be done, and a set of criteria needs to be met before hiring someone to do Town Work. A RFQ on each contractor will be reviewed.

Chairman Moulton suggested at some point the Board will develop a Policy and asked Selectman Danforth and Selectman Folsom, Mike Dunn and Dwayne be on a committee in developing a Policy.

**Reminders:** Next Board of Selectman's Meeting-May 15, 2007-6:30 p.m. Municipal Building

## **5. New Business:**

### **A. Cemetery Trustees: (moved) Replace Roger Littlefield as Trustees**

The Cemetery Trustees addressed the Board asking that Roger Littlefield's position as Cemetery Trustees be filled.

Selectman Bourbon suggested that the Democratic Party and Republican Party be notified that there is an opening on the Cemetery Trustees.

Dwayne will contact Foster's and the Sentinel to run an ad for a position to be filled on the North Berwick, Cemetery Trustees before the next Board of Selectmen's Meeting on May 15, 2007.

Bill Wyman will be invited to the next Board of Selectmen's Meeting.

The Cemetery Trustees informed the Board that the Tomb at the Cemetery needs to be redone.

The Cemetery Trustees would like to sell the pine off the land earmarked for an expansion of the cemetery for Capital Improvements. Janet Hooke told the Board that the piece of land the Trustees have for sale is not moving.

Selectman Whitten moved to grant the Cemetery Trustees the option to explore cutting of the pine trees at Hill Side Cemetery to help defer the cost of repairing the Tomb, Selectman Folsom seconded a motion, Vote, 5-0

Gregg Drew asked if Dwayne would consider putting in Section 13 By-laws in the next Newsletter.

Dwayne requested the Cemetery Trustees give him what they would like to see in the Newsletter.

### **B. Traffic Calming: Review Traffic Calming Measures**

Jim Moore wrote a letter to the Board about his concerns about speed bumps:

1. Foremost is the safety of all firefighters and civilians.

2. I can see children playing in the street and using these for their own fun as jumps with skateboards and bicycles.
3. Some of the under carriage of the truck sit low. (Exhaust pipes, mud flaps)
4. Mutual aid ladder trucks, their outriggers to set the truck up would be an issue.
5. Personal vehicles swerving around the end so they don't have to go over them completely.
6. Slowing down and starting back up with the trucks.

### **C. Police Department: Speed Radar Trailer**

Dwayne gave the Board some cost of a Speed Radar Trailer. The Board discussed the pros and cons of the trailer.

Selectman Danforth explained that the Cape Elizabeth Traffic Calming Draft Policy Passive Measures include education and police enforcement. That the first measure to be taken in their policy is a speed notification sign board.

Selectman Whitten stated that a sign board means nothing and that a police officer should be somewhere in the area of the sign.

Selectman Moulton stated that the sign was there to slow down traffic and she did not see it necessary to place an officer at the site.

The Board of Selectmen agreed to purchase from K & K Systems, Inc. radar Speed Monitor to enforce Traffic Calming Measures in North Berwick.

Selectman Bourbon moved to allow the Town Manager to purchase the KK 202 R 20 Speed Stat not to exceed \$7328.00 from the Emergency Equipment fund. Selectman Folsom seconded a motion, Vote 5-0

### **D. Goals: Discuss Goals for FY2008**

The Board of Selectmen's Goals for FY2008:

- The Department Heads should be required to go to Town Meeting and stay at Town Meeting until it is finished
- Invest in four or five wireless microphones for Town Meeting
- Advertise when Budget Committee Meeting are scheduled so residents have answers before Town Meeting
- Place on Town website more in-depth information
- A short Budget message every year to get more information out there
- Before each Budget Meeting inform the public what the topic of discussion will be
- Lighting in the Mill Field
- Do something about the light and pole out front of the old bank
- Have a crate made for Memorial Day Flags
- Take a survey of Town Employees by Departments (likes and dislikes)

**E. Health Officer: 57 Lower Main Street**

Dr. Hintermeister sent a letter to the owner of 57 Lower Main Street stating that pursuant to Title 22 MRSA, section 461, that he has found the dwelling unfit for human occupation due to the unsanitary conditions that exist.

Dwayne informed the Board that Title 17 actions be taken against 57 Lower Main Street.

**5. Other Business – Executive Session – Poverty Abatement**

The Superintendent and the School Board will attend the Board of Selectmen's Meeting on May 15, 2007.

Selectman Bourbon asked if residents could bring their brush to the roadside to be picked up.

Dwayne answered there will be a 3 week extension at the Transfer Station and also residents can bring brush to Danny Shaw business for free.

Dwayne will ask Danny Shaw the cost to pick up brush with Cherry Picker and a schedule for citizens to bring brush to the roadside in different sections of Town. Dwayne will get back to the Board with the information by May, 15, 2006.

Dwayne informed the Board that the Town Attorney recommended the Town do a Title 17 Action and The Board of Selectmen hold a Title 17 Public Hearing on May 15, 2007. The Citizen will have to be notified of the Public Hearing.

Selectman Folsom moved to go into Executive Session at 9:15 p.m., Selectman Bourbon seconded a motion. Vote, 5-0 / Chairman Moulton ended Executive Session at 9:50 p.m.

Dwayne recommended that the Board of Selectmen pursue a Title 17 Public Hearing Action against the occupant at 57 Lower Main Street.

Selectman Danforth moved to pursue a Title 17 Public Hearing Action against the occupant at 57 Lower Main Street, Selectman Folsom seconded a motion. Vote, 5-0

Selectman Whitten moved to go into Executive Session at 9:55 p.m., Selectman Folsom seconded a motion. Vote, 5-0

Selectman Bourbon moved to end Executive Session at 10:07 p.m., Selectman Whitten seconded a motion. Vote, 5-0

Selectman Whitten made a motion to approve Poverty Abatement Number 5, for the amount of \$4596.82 for interest and penalties from 1994 to 2007, Selectman Folsom seconded a motion. Vote, 5-0

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

Warrant: May 1, 2007

Selectman Whitten moved to accept the Warrants for: May 1, 2007, Selectman Folsom seconded a motion. Vote, 5-0

**7. Adjournment:**

Selectman Whitten moved to adjourn at 10:08 p.m., Selectman Folsom seconded a motion. Vote, 5-0

Respectively Submitted:  
Anita Lambert, Stenographer

Original to Town Clerk

Chairman: Nancy Moulton

Vice-Chairman: Paul Danforth

Selectman: Anne Whitten

Selectman: Anthony Bourbon

Selectman: Elaine Folsom