

**North Berwick Board of Selectmen's Minutes: November 6, 2007**

**NORTH BERWICK BOARD OF SELECTMEN MINUTES NOVEMBER 6, 2007**

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

**Absent:** Selectman Whitten,

**Also Present:** Craig Skelton (Town Assessing Agent), Sally McLaren, Ben Gumm and Dwayne Morin.

Chairman Moulton opened the Board of Selectmen Meeting at 6:38 p.m.

**1. Pledge of Allegiance**

**2. Review and Approve Minutes of October 17, 2007**

Selectman Danforth moved to accept the Minutes of October 17, 2007 with modifications, Selectman Folsom seconded the motion. Vote, 4-0

**3. Public Input:**

**4. Unfinished Business:**

**A. Road Work:** Update, One-Ton Sale

Road work is done for the year:

The shim coat on Guptill Lane has been done.

The patch on Chadbourne Lane has been done.

In the spring work will start on Madison Street and the adjoining side streets.  
 The Town and Caleb Foundation are continuing with the layout of Canal Street.  
 The Town is still working on the layout for Linscott Road and hope to perform the tree cutting on Linscott this winter or in the spring.

The 1997 Ford F-350, one-ton needs to be placed out for bid. Dwayne is recommending that the minimum bid price be \$4,500.00.

Selectman Bourbon moved to place the 1997 Ford F-350 one-ton for sale at a minimum bid of \$4,500.00, Selectman Folsom seconded a motion. Vote, 4-0

#### **B. Hillside Cemetery: DEP Violation**

DEP will need to perform a final field review at the Hillside Cemetery.  
 Gilpatrick completed the work at the Cemetery on November 2, 2007.  
 A seeding of wetland mix will be done at the Hillside Cemetery in the spring of 2008.

#### **C. Parks and Recreation: Improvement Update**

All the scheduled Capital Improvements have been completed with the exception of the lights in the pavilion, which are still on order (the electrical is run).

The Basketball Court, Multi-purpose fields and Parking Lot have all been completed. As requested by the Board, the Basketball Court was paved an additional 5 feet to allow for additional playing room. This added an additional \$2,400.00 to the total cost and will come out of the extra Parks and Recreation funds carried forward from last year. The parking lot was also striped at a cost of \$900.00 which will come out of the balance forward fund balance.

#### **D. Town Report: Cover and Dedication**

Dwayne discussed with the Board of Selectmen the draft cover, which will be the Municipal Building and the dedications for the Town Report.

#### **E. Fire Department: Antique Fire Truck, Engine, #4**

Fire Chief Jim Moore sent a letter to the Town Manager and the Board of Selectmen stating that he spoken with Lynn Day requesting to view the condition of the fire truck. The Fire Chief has been unable to view the fire truck to date.

Dwayne will draft a letter for the Board of Selectmen to Lynn Day addressing the status of the fire truck and will ask for a response by the end of December 2007.

The Fire Chief provided the Board of Selectmen with an estimate to fix the frame rail on the 1988 Ford-C8000 E-One Wheel base 175 Engine #4 from Coastal Truck & Auto Body, Inc. for \$23,060.10.

The Board requested that all options be considered before any action is taken. Dwayne will look into other options and report back to the Board at the next meeting. Chief Moore will attend the next meeting to discuss with the Board, Engine #4.

**Reminders:** Next Board of Selectmen's Meeting-November 6, 2007-6:30 pm Municipal Building

Fire Department Meeting-November 7, 2007-7:00 pm Central Fire Station

## **5. New Business:**

### **A. Commitment 2008: (moved) Abatements and Supplementals, State Evaluation**

Sally McLaren is requesting an abatement for the Hurd Manor reducing the value from \$712,100.00 to \$475,000.00.

The Town Assessing Agent, Craig Skelton, gave a presentation to the Board outlining the process in which he took in valuing the Hurd Manor. The Board was presented with a packet of information from Craig outlining the process. The packet included the Assessing agent's inspection report and notes performed in May 2007, letter to and from Ben Gumm during the dated of May 8, 2007 and May 18, 2007, valuation report on the Hurd Manor, valuation report on 208 Morrills Mill Road, Nomination Form for Hurd Manor for the National Register of Historic Places, the McLaren abatement application, a September 26, 2007 letter from the Assessing agent to Ms. McLaren, Notice of the abatement hearing and the abatement recommendation form. Craig recommended that the Board deny the abatement.

Sally McLaren and Benn Gumm gave verbal information to the Board regarding the condition of the Hurd Manor stressing the fact that the kitchen is not complete, there is only one complete bathroom in the house, seven of the fireplaces are non-functioning and the Carriage house is not inhabitable. The Board reviewed the information provided by the owner and the Assessing Agent and concluded that an abatement was in order. The Board then asked the Town Assessing Agent to make an adjustment based on the seven non-functional fireplaces and the uninhabitable Carriage House. The Board felt that the condition of the bathrooms and kitchen were addressed in the Assessing Agent's functional reduction calculation.

The Town Assessing Agent came back to the meeting and recommended the Board approve the revised abatement of \$621.60. This was determined by reducing the building value of the Hurd Manor due to the non-functioning fireplaces of \$34,900.00 and reducing the carriage house value by \$29,300.00.

Abatement Request:

(Map 022, Lot 002)

Abatement: \$621.60

Selectman Bourbon moved to accept the Town Assessors recommendation to approve the abatement for \$621.60, Selectman Folsom seconded a motion. Vote, 4-0

Dwayne discussed with the Board of Selectmen the State Valuation for the ensuing year. The Town has received our State Valuation for the ensuing year. The Town's value increased by \$ 41,900,000. The impact of the increase in State Value should not affect the County Tax as we remained at the same percentage as last year. It may have an effect on our school funding formula because Lebanon's increase was lower than our increase but Berwick had a higher increase. The full effect on school

funding will not be known until student population count is factored. The State Revenue for the town will be affected, however, this is hard to predict until the sales tax figures are estimated and our percentage state wide is figured.

### **B. Canal Street: Review Preliminary Engineering**

After the last public hearing Dwayne met with the engineers and tried to incorporate the public's comments and suggestions on how Canal Street should be reconstructed.

Dwayne provided the Board with a sketch plan for the improvements to be made to Canal Street. The street is designed for two way traffic to the Caleb Foundation parking lot, than one way from there to Market Street.

There will be 19 perpendicular parking spaces along the Mill Field and 12 parallel parking spaces adjacent to the Mill. The Board approved the sketch plan concept and asked Dwayne to continue with the Canal Street project.

Over the past few months, a hole had developed at the end of the side walk on Wells street and Canal Street. The Town notified the State since the hole was located in their right-of-way. The hole was a result of the collapse of part of the cover on the canal, which leads from the dam to the Mill. The State sent a dive team into the canal to determine the condition of the 8 foot by 8 foot structure. What they discovered is that the canal is in very poor condition. A meeting was held between Dwayne Morin, MDOT and the owners of the Mill and the State. The State is proposing to fill the canal to eliminate the safety concerns of a canal collapse. The State would like to attach their drainage system which currently outlets to the canal and eventually the spillway into the Town's drainage system and then to the CALEB parking lot drainage system. From a safety view and an environmental view, this would be the preferable way to handle the existing problem. One downside is that the sluiceway would stop being utilized and this may upset some people. On the other hand, having the State partner with the Town on the Canal Street project would certainly increase our prospect of getting grant approval for the project. The canal only crosses the Town property for about 100 feet and the remainder of the canal and sluiceway are not on Town property. The Canal is owned by the Mill.

The Mill Building is on the National Historic Registry and needs approval from the Registry to fill the canal.

### **C. Tax Acquired Property: Ad for Sale, Sign Sullivan Redemption Deed**

The Town has advertised the Cole Heirs property for sale as approved by the Board. The bids are due November 13, 2007.

The Sullivan's did pay their back taxes prior to the deadline established by the Board. The Board will need to execute a quit-claim deed back to the Sullivan's to complete the process.

### **D. Capital Improvement Plan: Draft 2008 Five and Ten Year Plan**

Dwayne discussed with the Board of Selectmen the 2008 draft five and ten year Capital Improvement Plan.

**E. Hussey:** Semi-Annual Meeting with Hussey-November 28, 2007 Noon

The Board of Selectmen asked that the semi-annual meeting with Hussey's Manufacturing be held on November 26, 2007 at noon time.

**F. Library:** Central Campaign for Library Expansion

The Library has hired a consulting firm to try and determine the interest from citizens in the level of support for a \$2.5 – 3 million dollar capital campaign.

Dwayne discussed with them that a meeting between the Library Trustees, Board of Selectmen and Budget Committee would be in order once the Trustees have determined what they would like to accomplish

**G. Personnel:** Personnel Changes, Christmas

Officer Mark LaFlamme has left our Police Department to begin work in Kennebunkport. Chief Peasley is searching for a replacement officer.

Butch Thibideau the custodian for the Municipal Building will be out of work for the next four to six weeks. Dwayne hired Joanne Rogers as a part-time custodian to fill in for that time. Joanne Rogers was recommended by Kevin Moore the head custodian for SAD#60.

Janet Belmain the Town Clerk for the past 30 plus years has informed the Town Manager that she will be retiring in July of 2008. Janet has given the town sufficient time to fill her position.

**H. Eastern Trail:** General Discussion

Dwayne informed the Board that Eastern Trail would like to meet with the Board of Selectmen the first meeting in December to discuss the possibility of the Town rejoining the Eastern Trail Management District.

**6. Other Business:**

The residents are asking that the Town Hall to be opened at traditional hours.

Dwayne discussed with the Board the possibility of changing the office hours to Monday thru Friday 8:00 a.m. to 4:00 p.m. and Thursday from 12:00 p.m. to 7:00 p.m. This will be further discussed during budget deliberations as additional funds will be required to establish these office hours.

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

Warrant: October 23, 2007- \$4,004.09

Warrant: October 31, 2007- \$4,221.85

Warrant: November 6, 2007- \$27,288.56

Selectman Danforth moved to accept the Warrants for: October 23, 2007 for \$4,004.09, October 31, 2007 for \$4,221.85 and November 6, 2007 for \$27,288.56, Selectman Folsom seconded a motion.

Vote, 4-0

**8. Adjournment:**

Selectman Bourbon moved to adjourn at 10:29 p.m., Selectman Folsom seconded a motion.  
Vote, 4-0

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

