

North Berwick Board of Selectmen Minutes February 15, 2022

**NORTH BERWICK BOARD OF SELECTMEN MINUTES
February 15, 2022**

Present: Chairman Galemmo, Selectman Hall, Selectman Johnson, Sr., Selectman Cowan

Absent: Selectman Johnson, Jr.

Also Present: Dwayne Morin, Kaylyn Bell, Stephen Peasley, Todd Smith, William Hall

Chairman Galemmo opened the meeting at 6:30 pm.

1. PLEDGE OF ALLEGIANCE

2. REVIEW AND APPROVE MINUTES OF FEBRUARY 1, 2022

Selectman Hall motioned to approve the minutes of February 1, 2022 as amended. Selectman Cowan seconded the motion. VOTE: 4-0

3. PUBLIC INPUT

N/A

4. UNFINISHED BUSINESS:

A. COVID-19: ARPA Funding Review

Dwayne stated he did have an opportunity to meet with the Water District last week and the Water District has granted the Town approval to place the water tower on their property. They will have to go through the process to complete this. They did state that their preference was to put it on the corner of the property, if at all possible, but they are okay with whatever the Town has to do. Dwayne stated that he and Mike were going to talk with the property owners that live around the tank to let them know what the intentions are so that they were aware what was going on. Dwayne provided the Board with a draft of where the location of the tower will be.

Dwayne also talked with the Water District about giving them \$80,000.00 out of the ARPA funds which they were happy about. Their priority list has changed primarily because of what has been happening on Lower Main Street. There have been two breaks there this winter. That has caused some issues with Hussey Seating because when there is a water break, their production stops. They want to repair Lower Main Street this summer because it has jumped to priority #1 now. The unfortunate part is that our current capital plan does not have any money for the pavement of the road until 2023. Dwayne said however this is one thing that they can do to remedy this. The last portion of Valley Road was going to be completed this year but they can push that out one year and it certainly would not harm anything by paving Lower Main Street

this year and Valley Road next year. Dwayne stated he had \$105,000.00 budgeted for Valley Road. He did run some numbers to do some paving on that section of Road which would be reclaiming and paving which would run somewhere in the \$80,000.00 range so there would be some funds left over. Another idea is for the last 100 feet portion of Madison Street which is in extreme need of repair because it is falling apart and could use the left over \$20,000.00 to fix that. Basically, there just needs to be a one-year swap for Valley Road and Lower Main Street.

B. FY23 Budget: Continued Review

Dwayne stated that the Budget Committee has completed the majority of the General Government article review and will begin departmental reviews this coming week. Things are progressing as laid out by the Board and himself. They were able to save a little bit of money primarily on assessing because he received the new numbers from South Berwick. Also, the hiring of Verna versus Craig lowered their costs also. He stated that they are hovering around four and half cents right now. Dwayne also said they have had good participation at the meetings with about nine people at both meetings.

Selectman Hall asked Dwayne if he has had any more conversations with the Sewer District and Dwayne stated he has not, other than letting them know they are anticipating the transfer of the \$80,000.00 to them from the ARPA funds.

C. Budget Committee: Resignation of Marcus Gale

Marcus Gale has submitted his resignation from the Budget Committee due to his schedule at his full-time employment. His work schedule has gone from morning to evenings and therefore does not allow him to attend any of the budget meetings going forward.

Selectman Hall motioned to accept the resignation of Marcus Gale from the Budget Committee. Selectman Cowan seconded the motion. VOTE: 4-0

Reminders: Next Board of Selectmen's Meeting – March 1, 2022 – 6:30 pm
Budget Committee – February 16, 2022 – Community Center – 6:30 pm
Budget Committee – February 23, 2022 – Community Center – 6:30 pm

5. NEW BUSINESS:

A. FY21 Audit: Presentation by RHR Smith on Year End Audit

Bill Hall of RHR Smith & Company, is the Town Auditor and presented the Board with a binder titled "Audited Financial Statements and Other Financial Information". He went through the binder with the Board and stated that everything looks great.

He referenced the Balance Sheet as of June 30, 2021. The General Fund had 5.1 million dollars of assets, some liabilities and deferred inflows and he stated that the Funds Balance as of June 30, 2021 was at 4.68 million dollars which was up from the prior year by about a half a

million dollars. He stated that the General Fund took in about 12 million dollars last year, stating most of it was property taxes and intergovernmental charges. About 11.4 million dollars was spent, mostly on education. He said the Fund Balance went from 4.1 million dollars to 4.6 million dollars. He stated that the Pay Program showed a positive, unrestricted net asset of \$273,000.00 which is up from \$240,000.00 last year. Bill stated that this is one of the very few towns that he sees which is in the black and expressed how this program is working very well. Bill then referenced the Notes to Financial Statements and he stated that gives the Board a better explanation of all the numbers that have been presented.

Bill went over the Budgetary Comparison Schedule and stated that the revenues were budgeted at about 11.6 million dollars. He then stated that we received in \$480,000.00 above what was budgeted in revenue which was mostly intergovernmental and charges for services. The expenses came in under budget by almost one million dollars.

Bill summarized that the Town is very healthy regarding the budget and Dwayne received a clean management letter which he should be very proud of. Everything seems to be operating very well and did not miss a beat financially, even having to deal with COVID-19. Bill ended by telling the Board that Dwayne is a very good financial Town Manager.

B. Parks and Recreation: Request to Move Millfield Festival Date

Kaylyn Bell, who is the Parks & Rec Director, addressed the Board and talked about the Millfield Festival. She said that a Committee Member approached her about moving the date of the festival. She and the Committee feel that a change of date will bring a bigger crowd since it is not camping season or vacation season and families will be a week into school so everyone will be around. They believe that they will have more vendors by moving the date. It will also be cooler temperatures and the day would be shorter so the movie could start a little sooner than it has in the past. Also, decreasing the dead space between when the vendors leave and the movie starts would be beneficial.

Chairman Galemme stated the new proposed date would be September 10th. Dwayne stated that it would be the second Saturday in September. Chairman Hall inquired if there were any consequences to moving the date and Kaylyn stated they could only really find one con which is having to take away one day of soccer. She did state that however she could start clinics earlier so they would still have the same number of practices. Dwayne indicated that North Berwick does run their soccer season longer than most surrounding towns anyways.

Selectman Johnson, Sr. mentioned the antique car show that the Town put on in early fall and how that seemed to be well received. He agreed with all of the pros to moving the date of the festival and feels that people generally camp or vacation right up until Labor Day. Selectman Cowan felt that by having it in the fall, people are ready to embrace the fall festivals and this may now fall into that category, drawing a bigger crowd. Selectman Johnson, Sr. stated he has already heard positive things about starting the movie earlier.

Selectman Hall inquired about maybe bringing in some antique engines or cars to the festival and Kaylyn stated she will mention that when the Committee meets next. Selectman Cowan wondered about maybe renaming the Millfield Festival to the Millfield Fall Festival in the event people are searching for fall activities to draw in more people.

Selectman Johnson, Sr. inquired about food trucks at the festival and Dwayne stated that the Committee is working on these types of ideas as well as other ideas to improve the festival.

Selectman Hall motioned to move the Millfield Festival to Saturday, September 10, 2022. Selectman Johnson, Sr. seconded the motion. VOTE: 4-0

C. Police: Request to Utilize Emergency Funds to Replace Server

Dwayne indicated that Chief Peasley was present tonight regarding a new server. Dwayne stated that they were looking at adjusting the budget and maybe adding it next year, but after talking with our computer consultant, the server needs to be replaced quicker than that so they are looking at it is \$3,800.00 out of our emergency fund to fund the replacement of that server. Dwayne indicated that they have not spent any money out of the emergency fund and there is \$40,000.00 in that account.

Selectman Cowan motioned to utilize \$3,800.00 in emergency funds to replace the police server. Selectman Johnson, Sr. seconded the motion. VOTE: 4-0

Chief Peasley then discussed with the Board how October was breast cancer awareness month and how it receives a lot of publicity. He stated that he and the department wanted to sponsor something similar to that and they have chosen childhood cancer as something they wanted to sponsor. Chief Peasley stated that one of their own police officers, Officer Ashley Sargent, was affected first hand and lost her young son to cancer in 2019. He stated that March happens to be Childhood Cancer Awareness Month in Maine and what they have done is order special gold patches to make available for purchase with the money being given to the Maine Children's Cancer Fund. He stated that each of the Officers with their clothing allowance this year, went out and got at least one shirt made with these patches on them and will be wearing this patch for the entire month of March.

The Chief stated that they purchased 200 gold patches and are selling them for \$10.00 each and all the proceeds will go to Maine Children's Cancer, along with any other donations that they receive for this cause. They have publicized this on their Facebook page and Channel 6 happened to see it and they would like to do a story on it either the end of February or beginning of March. Chief Peasley also stated he was going to reach out to local newspapers to reach all of the local people. Dwayne stated that he has put this up on the Town's website as well. The Chief said they have already collected around \$800.00 from selling these patches without much publicity.

Dwayne stated how \$10.00 is the minimum cost for a patch but anyone is welcome to give more if they desire. The Chief stated that the department has received several cards from people from all over that has shared their experiences and stories regarding childhood cancer and

what Maine Children's Cancer Fund has done for them and how much they appreciate what the North Berwick Police are doing to help this cause.

The Chief indicated that people are free to go to the Station to purchase these patches as well as through a link to a website and email address which is located on their Facebook page as well as the Town's website.

Chief Peasley indicated that the Department plans on doing this every March going forward and they are looking forward to it.

6. OTHER BUSINESS:

Dwayne stated that unfortunately for the Town, Eric Boucher has submitted his resignation. He will be going a new employer, the City of Portland, who offered him a significant increase in pay and benefits that the Town cannot match. Eric was hired about six months ago. Dwayne said the Town is now again in search of a full-time driver/laborer to fill this position. He stated that it comes at a bad time as we are not done with winter and we are down plow drivers already. Dwayne is looking for ways to recruit a full-time driver and also seasonal drivers and is looking for suggestions. Plow truck drivers are just not out there all around. He stated that the City of Boston is paying up to \$300.00 an hour for a man and truck because they just cannot get enough people.

Dwayne stated this year we were already down three drivers and now we will be down another driver so it will take longer to clear the roads. He is looking at maybe end-of-season bonuses if that might help or other incentives to get help.

7. REVIEW AND APPROVE WARRANTS AND CORRESPONDENCE:

Warrant:	February 8, 2022	- \$ 6,352.28
Warrant:	February 15, 2022	- \$628,667.69

Selectman Hall motioned to approve the Warrant of February 8, 2022 in the amount of \$6,352.28 and the Warrant of February 15, 2022 in the amount of \$628,667.69. Selectman Johnson, Sr. seconded the motion. VOTE: 4-0

8. Adjournment:

Selectman Cowan motioned to adjourn the meeting at 7:27 p.m. Selectman Johnson, Sr. seconded the motion. VOTE: 4-0

Respectively Submitted,
Jennifer Berard, Stenographer

Original to Town Clerk

Chairman: Charles Glemmo

Selectman: Jonathan Hall

Selectman: Michael Johnson, Jr.

Selectman: Wendy Cowan

Selectman: Michael Johnson, Sr.