

**North Berwick Board of Selectmen Minutes May 3, 2022**

**NORTH BERWICK BOARD OF SELECTMEN MINUTES  
MAY 3, 2022**

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

**Also Present:** Dwayne Morin, Scott Carpenter

Chairman Galemmo opened the meeting at 6:30 pm.

**1. Pledge of Allegiance**

**2. Elect Chair and Vice-Chair for the Ensuing Year**

Selectman Hall motioned that Charles Galemmo be elected Chairman for the upcoming year. Selectman Cowan seconded the motion. VOTE: 5-0.

Selectman Cowan motioned that Michael Johnson, Sr. be elected Vice-Chairman for the upcoming year. Selectman Hall seconded the motion. VOTE: 5-0

Selectman Hall motioned that nominations be ceased. Selectman Cowan seconded the motion. VOTE: 5-0

**3. Appoint Committee Membership for the Ensuing Year**

Selectman Cowan stated she will stay on General Assistance Committee and Selectman Hall stated he will stay on the Labor Committee.

Dwayne stated that SMPDC has requested that two members from each municipality are typically appointed to the General Assembly. Dwayne stated that he has been the only person from North Berwick who is on the General Assembly and they have asked all Towns who only have one member to consider a Selectman being named to that Committee. Chairman Galemmo stated that he would volunteer to be named to that Committee.

**4. Public Hearing - 6:35 p.m. Bulky Waste Fee Schedule**

AMENDMENT TO BULKY WASTE FEE SCHEDULE  
IN THE TOWN OF NORTH BERWICK  
PAY AS YOU THROW PROGRAM REGULATION

The Town of North Berwick Board of Selectmen will hold a Public Hearing on Tuesday, May 3, 2022 to discuss an amendment to Article 5 of the Town of North Berwick Pay As You Throw Regulation (PAYT). The Public Hearing will take place at the Municipal Building Room 212 located at 21 Main Street at 6:35 p.m.

### **AMENDMENT TO BULKY WASTE FEE SCHEDULE**

The proposed amendment to the Pay As You Throw Regulation is made pursuant to Article 8.2. The proposed amendment to Article 5, the Bulky Waste Fee Schedule, is as follows:

Item	Current Fee	Proposed Fee
Tires (Under 15")	\$ 2.00	\$ 3.00
Carpet Pad 8'x8' or smaller	not listed	\$ 3.00
Carpet Pad 9' x 9' or larger	not listed	\$ 5.00
Shingles (Square)	\$10.00	\$15.00

All other fees remain unchanged. Copy of the proposed fee schedule is available in the Town Clerk's Office or on the Town's website [www.townofnorthberwick.org](http://www.townofnorthberwick.org)

The Town of North Berwick Board of Selectmen encourages all interested citizens to attend this Public Hearing

Dwayne indicated that Richard is requesting one additional change to the Bulky waste schedule in that carpet pad should be set at \$0.05 a square foot (rounded down to the nearest dollar) over an 8 x 8 size. The same for carpet with price being \$0.10 square foot for carpet above 8 x 8. Dwayne stated that the size would be rounded down in the customer's favor.

Chairman Galemme closed the public hearing at 6:45 pm.

Selectman Cowan motioned to accept the new fee schedule and the amendment made by Richard at the Transfer Station for the 9x9 or larger carpet be \$1.10 square foot and for the carpet pad be set at \$0.05 a square foot. Selectman Johnson, Jr. seconded the motion. VOTE: 5-0.

### **5. Review and Approve Minutes of April 5, 2022 and April 19, 2022**

Selectman Johnson, Sr. motioned to approve the minutes of April 5, 2022 as amended. Selectman Hall seconded the motion. VOTE: 4-0-1

Selectman Johnson, Sr. motioned to approve the minutes of April 19, 2022. Selectman Hall seconded the motion. VOTE: 5-0

### **6. PUBLIC INPUT**

N/A

**7. UNFINISHED BUSINESS:**

**A. CEMETERY TRUSTEES:** Appointment to Fill Jeremiah Johnson Seat

Dwayne stated that Nadine Gookin and Rebecca Reed received the same number of votes at Town Meeting. They were both contacted to see if they were still interested in this position and they both indicated that they were. Dwayne stated again that Nadine is currently not on any board within our community and Rebecca is on our budget committee and the ZBA.

The members of the Board indicated that both would be great but it would be nice if Nadine could get a chance to be involved.

Selectman Johnson, Jr. motioned to appoint Nadine Gookin to the Cemetery Trustees Committee. Selectman Cowan seconded the motion. VOTE: 5-0

**Reminders: Next Board of Selectman's Meeting - May 17, 2022 - 6:30 P.M.**

**8. NEW BUSINESS:**

**A. PLANNING BOARD:** Committee Membership Application

Scott Carpenter was present to discuss his application for Planning Board membership. Mr. Carpenter stated that he recently moved to North Berwick and is currently employed by FEMA. He and his wife previously resided in upstate Vermont in the Town of Fairfax where he was a member of the Planning Commission.

Selectmen Hall motioned to appoint Scott Carpenter as a Planning Board Alternate. Selectmen Johnson, Jr. seconded the motion. VOTE: 5-0

Dwayne indicated that Geoff Aleva would be resigning from the Planning Board and included his letter of resignation for the Board to review.

Selectman Hall motioned that the Board accept Geoff Aleva's resignation from the Planning Board. Selectman Cowan seconded the motion. VOTE: 5-0

Dwayne stated that Mark Cahoon needs to be moved from Alternate Member to a Full-Time Member of the Planning Board.

Selectman Cowan motioned that Mark Cahoon be moved from Alternate Member of the Planning Board to full-time status. Selectman Johnson, Jr. seconded the motion. VOTE: 5-0

Dwayne provided the Board with a new member application for the Planning Board. That application was completed by Justin Perry who lives on Beech Ridge Road in North Berwick and also owns a business on Railroad Avenue at the old train station. Dwayne indicated he would have Justin Perry come in to meet the Board at the next meeting.

**B. COMMUNICATIONS PROJECT: Discuss Selection of Engineering Firm**

Dwayne stated that they are in the process of ordering or at least talking with the company about the Tower. Jeff Kostis of Southern Maine Communications has begun that process. The Town will have to pay for the plans and then that cost will be deducted from the cost of the tower when ordered. In the meantime, the town will need to appear before the Planning Board for a Conditional Use permit, and in order to do so, we will need to hire an engineering firm to create the site plan and perform the geotechnical analysis to determine best location for the tower. Dwayne indicated he reached out to Civil Consultants and Sebago Technics for quotes. He is recommending that the Town hire Civil Consultants to perform the necessary engineering work for the project. They were the engineering firm that assisted Wells and Sanford with their tower installation and they had the lowest quote.

The quote pricing was as follows:

	<b>Civil Consultants:</b>	<b>Sebago Technics</b>
Surveying:	\$ 2,520.00	\$ 3,900.00
Engineering:	\$ 2,000.00	\$26,400.00
Geotech(RW Gillespie):	\$ 5,750.00	\$ 8,700.00 (S.W. Cole)
Total:	\$10,750.00	\$39,000.00

Dwayne indicated that the Town budgeted \$15,000.00 for Engineering so by utilizing Civil Consultants we would have a little cushion in case things needed to be amended or there were cost overruns with the engineering design.

Selectman Cowan motioned that the Town hire Civil Consultants as the engineering firm and RW Gillespie as Geotech for the Tower project. Selectman Johnson, Sr. seconded the motion. VOTE: 5-0

**C. PUBLIC WORKS: Plow Truck Quotes**

Dwayne indicated that the Town has been given a build date on the Western Star truck for after May 2022. Unfortunately, the price of the truck is increasing again after May 2022 which does impact the Town's budget. We budgeted \$250,000.00 for the truck and the current truck cost is \$153,053.00 with the truck accessories being \$105,400.00. That brings it to a total of \$258,453.00. To stay within budget, Dwayne proposes purchasing the truck from Freightliner of Maine for \$153,053.00 and the truck build out minus the wing plow for \$95,255.00. Then the Town can purchase the new wing from Winter highway funds at \$10,145.00.00.

Selectman Hall motioned that Dwayne Morin, as Town Manager, be authorized to make a \$248,000.00 payment for a highway plowtruck cab, chassis and dump body out of our capital improvements plan and \$10,145.00.00 for the wing out of the winter highway funds. Selectman Johnson, Sr. seconded the motion. VOTE: 5-0

**D. COMMITMENT FY23: Discuss Certified Ratio**

Dwayne indicated that they finally received their certified ratio back from the State about a week ago and stated that we were certified at 90%. This means the Town will need to make adjustment to values for the coming fiscal year in order to offer the full Homestead Exemption and receive the full reimbursements from the State that are based on valuation ratio. Verna is working on a proposal for the Board and should have it ready by June. She is reviewing data to see where the targeted increases should be made and at what rate of increase. This is similar to what we have done over the past few years. We were hoping that we would come in at 91%, unfortunately we did not. Dwayne stated it would be an across-the-board adjustment because our numbers are down but stated Verna is still in the process of working out all of that.

**E. SOFTWARE UPGRADE:**

Dwayne indicated that there is a software update to our Trio Software package. He stated he currently have Trio-Sequel server and within the year, it is going to be mandatory that we move from Trio-Sequel server to Trio-Web. There are two types of Trio-Web, one that we house ourselves and one where they house it online. Dwayne stated he is not a fan of it being housed online and would rather house it ourselves. He is not comfortable with the Town's entire database being in the cloud. Dwayne indicated that he did not budget for this and it is about a \$3,675.00 to go Trio-Web non cloud based. To have the cloud-based system, it would be an additional \$6,800.00. He would propose using money from Unanticipated Funds to cover this cost.

Selectman Hall motioned that Dwayne Morin, as Town Manager be authorized to spend \$3,675.00 out of Unanticipated Funds Account for the software update of Trio-Web. Selectman Cowan seconded the motion. VOTE: 5-0

**F. SCHOOL BUDGET & STATE PRIMARY BALLOT CLERKS**

Dwayne referenced a Certificate of Appointment by Municipal Officers from Christine Dudley. The people listed as North Berwick Ballot Clerks are Susan Caler, Joanne Foster, Linda Dutch, Debra Bodwell, Daniel Baker, Chuck Noble, Shirley Patstone, Nancy Dennett and Linda Pedersen. Their term will be for the June 14<sup>th</sup> State Primary and the MSAD #60 School Budget Referendum Annual.

Selectman Cowan motioned to accept the Municipal Offices as listed on Memo from Christine Dudley regarding the State Primary Ballot Clerks. Selectman Johnson, Jr. seconded the motion. VOTE: 5-0.

**G. SCHOOL WARRANT**

Dwayne indicated that the school warrant for the school vote is not agreeing with the school budget but is basically saying it is going to the vote. Dwayne indicated that the Board could sign the paperwork today or signed after meeting with the Superintendent next week. He does have them with him tonight if the Board would like to sign but again, it is up to the Board.

Selectman Hall motioned that the Board sign the School Warrant for the June 14 election tonight. Selectman Cowan seconded the motion. VOTE: 5-0.

#### **H. NORTH BERWICK RESCUE:**

Dwayne stated that Mike Barker, Rescue Chief will be coming before the Board at the first meeting in June. He came in before the Board back in November and it was decided that pay would be increased to try and recruit and sustain EMT's. There is a lack of paramedics and EMT's everywhere. Dwayne stated there is such a lack here that there are significant holes in the Rescue Squad's schedule. Now the surrounding towns are saying that if they have to come to North Berwick to assist, they are going to start charging \$2,000.00. Dwayne stated that is not sustainable. Dwayne has asked Mike to come up with some ideas as to what we can do to bolster our staff. Because there have been so many holes in the shift, they have had money left in the budget and Mike increased hourly wages for May and June and the shifts were filled for the month of May and that is the first month they have been full since the beginning of the year. He stated that all surrounding towns are having the same problem. Dwayne stated Mike is going to propose some ideas for staffing but stated that we should really look at how we operate the ambulance service within our community going forward. He doesn't want to be the bearer of bad news, but it is becoming an issue. Selectman Hall felt the ambulance service is one of the most important services in our community. Dwayne agreed but we need to come up with a plan. One of the proposals that is going to be discussed is hiring full-time people and if that route is taken, it may have to become a department of the Town because as a Rescue Squad, they can only offer a 401(k) for a retirement plan, they cannot offer Maine State Retirement which could hinder recruitment efforts. They do have the ability to offer Health and dental insurance through MMA as they are an associate member of the Association. The Town may have to absorb the whole department back which would change our structure of government. Dwayne stated if we hire full-time rescue personnel, it could be almost a million-dollar budget. Dwayne is inquiring if we should look to see what other communities are doing around us. Berwick, South Berwick, Eliot, Kittery and York use a third-party contract and in some cases it does not cost those towns a penny. The third-party contractors are the ones who bill and collect the fees. Selectman Hall asked if there would be any savings if the Fire and Rescue departments were combined. Dwayne said personnel would still have to be hired so, no. Dwayne asked Mike Barker if the Town should start looking at private contractors and Mike stated he had some other ideas. The biggest question is the quality of service and whether it would be as good as what we have now. Selectman Cowan stated that she feels the Town's people should be able to weigh in on this. Selectman Hall stated he is not a big fan of hiring a private company. Dwayne stated that he does not know how long the Rescue Squad Board is going to sustain themselves as they indicated they are burnt out. Selectman Hall asked if we hired a private company, would Mike still have a job. Dwayne stated that the EMT's that the Rescue Squad currently has would have to get hired by the private company. Mike currently works at Logan Airport as a Firefighter as his full time job and the Rescue Squad is his second job. Chairman Galemme stated our current Rescue Squad would be dissolved but if those people currently on our Rescue Squad wanted to apply to a third-party company, they would be able to do that. Dwayne indicated that our EMT's are basically people who have full-time jobs somewhere else and they work for the Town of North Berwick part-time. Dwayne stated that Mike mentioned that out of the 28 people that the Rescue Squad

has on their roster, about 16 of them are active. Chairman Galemmo's concern about going the private company route is where the ambulances will come from and if they would be coming a further distance. Dwayne stated that originally our Rescue Squad started off as private and then got absorbed within the Town but only half of it got absorbed within the Town and there were some issues with that. The Town did look at privatization and at that time, there was a company willing to come to North Berwick and set up shop in our own station. It was AMR who was based out of York. We opted not to go that direction because our ambulance personnel stepped up and have done a fantastic job. Dwayne wondered if we maybe should explore the possibility of a private company. Dwayne is not advocating for a private company, he is just trying to do the best thing for our Town going forward, starting with short-term and then looking long-term. Selectman Cowan stated she would be reluctant to make a final decision on this without having the Town's people weigh in on this decision. Dwayne did state that the Town's attorneys, insurance company and auditors have advised to separate the Rescue Squad out and if we bring them back into the Town's control, we would be going against what have been advised. Chairman Galemmo believes the best thing to do is to come up with a few options and hear what Mike has to say when he comes before the Board. Chairman Cowan would like Mike to put together some sort of a visual presentation if possible. She also stated we really need to know what all of our options are and what each option is going to cost us and what each option will look like in terms of service to the Town. Selectman Hall asked Dwayne if we would get a general private company estimate before the next meeting. Dwayne stated it would be doubtful if he could get that information before that meeting. Selectman Hall indicated that if there is going to be a special town meeting, we will need to know how much a private contractor cost, what the coverage is and where it is coming from and then we would need to know how much a town department would cost approximately and then compare all of that to what Mike's ideas are. Selectman Cowan inquired about what other towns are paying for their ambulance service. Dwayne stated that almost all towns surrounding North Berwick have third party companies. He did state that yesterday, the Town received a letter from York Ambulance Service, who is South Berwick's EMS provider, stating they were going to start billing the Town for providing coverage when the Town's ambulance is not staffed and able to respond to calls. Dwayne called them up and told them that North Berwick Rescue is not a department of the Town and the Town contracts with North Berwick Rescue for EMS services and they were unaware of that and would contact North Berwick Rescue. This letter is what began this discussion with the Rescue Chief.

## **9. OTHER BUSINESS - Executive Session - Labor**

Selectman Cowan motioned that the Board go into Executive Session at 8:28 p.m. Selectman Johnson, Sr. seconded the motion. VOTE: 5-0

Selectman Hall motioned that the Board come out of Executive Session at 8:36. Selectman Johnson, Jr. seconded the motion. VOTE: 5-0

Selectman Hall motioned that the Board allow Dwayne Morin, as Town Manager, enter into a Memorandum of Understanding with the Police Union regarding the Juneteenth Holiday and the Corporal Base Pay. Selectman Johnson, Sr. seconded the motion. VOTE: 5-0

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

Warrant:	April 26, 2022	- \$23,404.72
Warrant:	May 3, 2022	- \$95,507.29

Selectman Hall motioned to approve the Warrant of April 26, 2022 for the amount of \$23,404.72 and the Warrant of May 3, 2022 for the amount of \$95,507.29. Selectman Cowan seconded the motion. VOTE: 4-0

**11. Adjournment:**

Selectman Cowan motioned to adjourn the meeting at 8:37 pm. Selectman Johnson, Sr. seconded the motion. VOTE: 5-0

Respectively Submitted,  
Jennifer Berard, Stenographer

Original to Town Clerk

Chairman: Charles Galemmo

Selectman: Jonathan Hall

Selectman: Michael Johnson, Jr.

Selectman: Wendy Cowan

Selectman: Michael Johnson, Sr.