

NORTH BERWICK BOARD OF SELECTMEN MINUTES OCTOBER 18, 2022

Present: Selectman Hall, Selectman Johnson, Jr., Selectman Cowan, Selectman Johnson, Sr.

Absent: Chairman Galemmo

Also Present: Dwayne Morin

Selectman Johnson, Sr. acted as Chairman and opened the meeting at 6:30 pm.

1. PLEDGE OF ALLEGIANCE

2. REVIEW AND APPROVE MINUTES OF OCTOBER 4, 2022

Selectman Cowan motioned to approve the minutes of October 4, 2022, as amended. Selectman Johnson, Jr. seconded the motion. VOTE: 4-0

3. PUBLIC INPUT N/A

4. UNFINISHED BUSINESS:

A. COMMUNICATION TOWER: Update on Project

Dwayne stated that he heard back from Sabre and the tower should arrive at the end of this month. The tower will be stored at the Public Works Department. Unfortunately, Southern Maine Communications will not be able to install the tower until Spring. The foundation contractors are also mostly booked up until April so we could not get the foundation completed until Spring of 2023. Dwayne stated he is still awaiting quotes on the foundation. Dwayne did receive an estimate for the shed and the other company has not yet provided a quote. He stated that the quote from Hill View Mini Barns came in at a price that is attainable for the Town, and he feels that it is fair.

Selectman Hall motioned that the Town accept the bid from Hill View Mini Barns in the amount of \$7,093.40. Selectman Cowan seconded the motion. VOTE: 4-0

B. ROAD PROJECTS: Update

Dwayne stated that we were able to finish the Transfer Station entry road so that is now complete. We now will wait until the Spring of 2023. Selectman Johnson, Sr. inquired about the road work on Route 4 and inquired if that would be finished. Dwayne stated that they are trying

to finish Route 109 right now. Dwayne stated they paved as far as Country Club 2 but have not tied them together and believes the rain and cold have delayed them. Dwayne stated that Pike and Carroll are the companies handling these and stated that they have until November 15th to finish.

Reminders: Next Board of Selectman's Meeting – November 1, 2022 - 6:30 P.M.

Dwayne stated he is inviting the Planning Board to attend the first meeting in December to discuss zoning changes.

5. NEW BUSINESS:

A. COMMITMENT FY23: SUPPLEMENTAL TREE GROWTH - HILTON

Dwayne stated Dale Hilton is removing 3.4 acres of land from his property on Buffum Road. Verna has processed a tree growth penalty for that. He stated that amount is \$1,342.32.

Selectman Cowan motioned that the Board accept the tree growth penalty for Dale Hilton in the amount of \$1,342.32. Selectman Johnson, Jr. seconded the motion. VOTE: 4-0

B. NEWSLETTER: Election Newsletter Review

Dwayne stated the newsletter has gone out. Selectman Cowan stated she received it, and it looked good. Dwayne advised that it would be up on the website tomorrow.

C. BUDGET FY24: Review Budget Timeframe, Budget Considerations

Dwayne stated that it is that time of year to start thinking about next year's budget process. He has provided a draft timeline for Town Meeting. He advised that the Town Meeting is scheduled to be at the high school for April 15th. He stated that they did not schedule for April 1, as it is April Fools Day, and they did not schedule April 8th as it is the day before Easter. This date will actually provide an extra week for budget preparation. The Board will need to review and approve (or amend) the schedule for next year's budget process.

Selectman Cowan motioned that the Board accept the budget timeline as drafted. Selectman Hall seconded the motion. VOTE: 4-0

Dwayne suggested that he would like the Board to be thinking about budget items they would like considered for the upcoming budget process. Dwayne stated his goal is going to be trying to build a very low-key budget if possible. He stated he had a pretty good idea of what they were looking at for capital improvements so that part of the budget is pretty much done. He stated that

regarding the Rescue's budget, they are looking at the best-case scenario due to the employees that they hired. He stated that they are going to save a significant amount of money on health insurance. Dwayne believes they are going to be saving within the \$70,000 - \$80,000 range with the employees that were hired.

Dwayne indicated that energy costs are higher than he had anticipated. He had budgeted \$2.50 and have locked in at \$3.74. That will be a \$30,000 hit to the budget which was not planned since the Town uses about 25,000 gallons of fuel on a yearly basis.

D. Phone System Failure: Catastrophic to Town Office

Dwayne stated that this past Tuesday, we lost our server switch. Luckily, we had a temporary switch already in place so we could utilize that, and the new switch will be installed on Friday. Dwayne indicated that was a minor setback to what then happened on Thursday. We lost the phone system due to a power spike. Even though everything is protected, it still went down. We have surge protection plus it was on the U.P.S., but it still went down. He explained that the phone system is basically a big computer system with four hard drives and unfortunately all four hard drives fried. Dwayne stated that it was catastrophic in that we lost all saved voice mails and everything that was stored within the phone system is gone. He stated that they spent Friday and all of yesterday rebuilding the phone system. Dwayne stated there is a temporary phone system installed right now to get us by until a new phone system can be installed.

Dwayne stated he is meeting with the representatives on Thursday to talk about the new system and indicated it will be very expensive, most likely around \$50,000. He indicated he has filed a claim with their insurance company but does not know how much they will cover. Dwayne stated we can use the \$40,000 in our incidental fund. Dwayne stated we can go with a hosted system that we own ourselves or we can go through a hosted system through the phone company that have monthly costs of \$30 per phone every month. The hosted system we own does not have those monthly costs. Selectman Cowan inquired about a warranty for the system and Dwayne stated there will be a warranty. The last phone system was installed in 2007 and so it is out of warranty now. Dwayne stated that yesterday, he and the technician from the phone company spent four hours programming the system so that it works for us. Fortunately, Dwayne stated he had written everything down from the install in 2007 which made it much quicker to program.

6. OTHER BUSINESS:

A. Littering Ordinance: Update

Dwayne stated he was following up from a prior meeting discussion regarding littering. He said he reached out to the Town of Berwick and obtained their ordinance on littering and is providing it to the Board for their review. Selectman Hall inquired about the fines and how they were set by the State. Dwayne stated that criminal littering fines are set by the State. Berwick has fines on top of the State fines. Selectman Hall indicated he was attending the Elementary School to talk to the third graders about town government and wanted to have them visit the Town Hall at some point. He was wondering if they could meet with Dwayne, Verna, Steve, Matt and Chris and have everyone talk about their job. Dwayne indicated that would be fine and he would welcome them.

7. REVIEW AND APPROVE WARRANTS AND CORRESPONDENCE:

Warrant:	October 11, 2022	- \$ 13,402.26
Warrant:	October 18, 2022	- \$1,204,179.93

Selectman Hall motioned to approve the Warrant of October 11, 2022, for the amount of \$13,402.26 and the Warrant of October 18, 2022, for the amount of \$1,204,179.93. Selectman Cowan seconded the motion. VOTE: 4-0

9. Adjournment:

Selectman Cowan motioned to adjourn the meeting at 7:22 pm. Selectman Johnson, Jr. seconded the motion. VOTE: 4-0

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.