

**NORTH BERWICK SELECT BOARD MINUTES
FEBRUARY 20, 2024**

Present: Chairperson Galemmo, Selectperson Hall, Selectperson Johnson, Jr.,
Selectperson Johnson, Sr.

Absent: Selectperson Cowan

Also Present: Dwayne Morin, Rebecca Reed, Mark Reed, Mary Healey, Paul Healey

1. PLEDGE OF ALLEGIANCE

2. REVIEW AND APPROVE MINUTES OF FEBRUARY 6, 2024

Selectperson Hall motioned to approve the Minutes of February 6, 2024 as written.
Selectperson Johnson, Sr. seconded the motion. VOTE: 4-0

3. PUBLIC INPUT

N/A

4. UNFINISHED BUSINESS:

A. REFERENDUM QUESTIONS: Final Referendum Questions for Town Meeting

Dwayne stated that all the referendum questions are completed and are set for March 19, 2024. The first question is relating to housing, the second question is related to solar energy and the third question relates to the Floodplain Management Ordinance

B. BUDGET FY25: Continued Discussion on FY25 Budget

Dwayne indicated that the Budget Committee continues to make its way through the budget. The biggest change thus far has been the news of additional Revenue Sharing of about \$30,000.00. This is offset by the increase due to the recently enacted Family Medical Leave Act in which the Town will be responsible for .5% of a payroll tax that goes into effect on January 1, 2025, of which \$10,000 is due from the town on year one.

Dwayne also stated that he has made a few adjustments to the Fire Department budget which will save around \$10,000.00 and not affect the department.

C. HOULE: Clean-Up Total – Demand Notice

Dwayne indicated that the final invoices have been received and the Town needs to send the demand for payment. The total bills for that came to \$19,916.29. The demand will include the bills as well as legal and the demand will be for \$27,490.99. Dwayne indicated that the Board will need to authorize the sending of the demand payment pursuant to the Judge’s order.

Selectperson Hall motioned that a Demand Notice for \$27,490.99 be sent to Mr. Houle. Selectperson Johnson, Jr. seconded the motion. VOTE: 4-0

**Reminders: Next Select Board’s Meeting – March 5, 2024, 2024 – 6:30 P.M.-
Room 212
Budget Committee – February 21, 2024 – 6:30 P.M. – Room 212
Budget Committee – February 28, 2024 – 6:30 P.M. – Room 212**

5. NEW BUSINESS:

A. POLICE: CRUISER

Dwayne indicated that we lost the transmission and other items on one of the cruisers. The cost to repair is around \$15,000.00 and it was felt by him and the Chief that this would not be a wise expenditure of funds especially with a new cruiser before voters at Town Meeting. Dwayne indicated that they will ask for permission to purchase prior to the beginning of the fiscal year and have confirmed with Quirk that they will be available in April. In the meantime, he stated that they are holding off selling the used cruiser and will move the spare cruiser into the rotation to help until April/May.

B. COMMITMENT FY22: FORECLOSURE LIST

Dwayne stated that there is one property on the foreclosure list as of today and the Board will need to go into Executive Session to discuss that further.

**C. TRANSFER STATION: BULKY WASTE FEE SCHEDULE
CLARIFICATION**

There was an issue this past weekend where a gentleman brought very large commercial tires to the Transfer Station and Richard informed him that we do not want those tires but would take them for \$20.00 each, which is our cost to dispose. He stated that the website says that all tires over 15” are \$5.00 each. The Bulky waste tire price was established for passenger and small truck tires, not commercial truck tires as the cost to dispose of varies greatly depending on size. Dwayne would like to make a clarification on the bulky waste list to state passenger tires as that was the intent when this was created as the town does not accept commercial or industrial waste at the Transfer Station.

Selectperson Hall motioned to add “\$5.00 passenger tires 15 to 18 inches or cut off” to our bulky waste fee schedule. Selectperson Johnson, Sr. seconded the motion. VOTE: 4-0

**D. PAYROLL: COST TO AMEND PAYROLL FOR RESCUE AND
LIBRARY W-2 REPORTING**

Dwayne mentioned a few months back that the town will need to begin sending our W-2’s to the IRS electronically beginning in January 1, 2025. Since we also perform the Library and Rescue squad, which are separate legal entities, a modification in the software is necessary in order to report correctly. Dwayne indicated we have received the estimated from Harris and the price is around \$5,000.00 to make the necessary changes to the software. Although higher than he expected, it still is cheaper than the Rescue Squad and Library hiring a payroll firm to process payroll as those cost would inevitably be passed onto taxpayers through the budget. It is also cheaper than purchasing additional Trioweb payroll packages and having it tied into the towns system. Dwayne is looking for the Board to approve the change in order to be compliant with the IRS requirements.

Selectperson Hall motioned to have the Town Manager ask the Library and Rescue contribute \$2,500 each for payroll system. Selectperson Johnson, Jr. seconded the motion. VOTE: 4-0

**E. CONSERVATION-AGRICULTURAL COMMISSION: REACTIVE
COMMISSION**

Dwayne stated that since the pandemic, this committee has been all but inactive and he was wondering if the Select Board would like to try and reactivate this commission. Dwayne indicated that he has had little contact with the members of the commission since the pandemic.

Dwayne stated he would contact the prior committee and see if there is any interest in getting this reactivated as there are several projects they could be working on, as well as grants that could be received.

F. RESCUE: AMBULANCE CONTRACT

Dwayne indicated that they lost a motor in the newest ambulance. He stated that was being covered under warranty even though we are out of warranty because they had already started working on the turbo prior to going out of warranty. They will replace the turbo and engine at no cost to us. The bad news is we are down an ambulance.

Dwayne next stated that he received an email yesterday from SVI, the company that they signed a contract with for the new ambulance, demanding a payment of \$71,227.00 to be paid within 30 days. The email indicates that if payment is not made, they will be giving it away and we will not see an ambulance until 2026, which would mean it would not arrive here until most likely until 2028. Dwayne stated that the contract they entered into is not being honored. Dwayne has been in discussions with our attorneys all day and we will need to go into Executive Session to discuss this matter further regarding legal ramifications to the Town. Dwayne stated the contract that we signed with them does not call for payment until we receive the completed ambulance. SVI will not honor that due to the fact that they have over extended themselves and are requiring everyone to prepay for their cabin chassis. Dwayne stated we currently do not have appropriation from town meeting that allows for this expenditure.

Mary Healey was asking for Mike if there was any opportunity for the Rescue Board to pay this cost up front. Dwayne stated that is an option but the Town cannot pay. The issue would be how the Town would pay that back and how it would affect the financials and timeframes. This situation is actually catastrophic news as he believes they are in breach of contract but they are giving no other options or discussions and the company is bearing zero responsibility.

6. OTHER BUSINESS - EXECUTIVE SESSION

Selectperson Hall motioned to go into Executive Session at 7:10 p.m. and come out of Executive Session at 7:52 p.m. Selectperson Hall seconded the motion. VOTE: 4-0

Selectperson Hall motioned to request an additional 60 days regarding the contract with SVI before making a payment. Selectperson Johnson, Jr. seconded the motion. VOTE: 4-0

7. REVIEW AND APPROVE WARRANTS AND CORRESPONDENCE:

Warrant:	February 13, 2024	- \$ 33,234.38
Warrant:	February 20, 2024	- \$ 662,347.90

Selectperson Hall motioned to approve the warrant for February 13, 2024 in the amount of \$33,234.38 and the warrant for February 20, 2024 in the amount of \$662,347.90. Selectperson Johnson, Sr. seconded the motion. VOTE: 4-0

8. ADJOURNMENT:

Selectperson Johnson, Sr. motioned to adjourn the meeting at 7:54 pm. Selectperson Johnson, Jr. seconded the motion. VOTE: 4-0

Respectively Submitted,

Jennifer Berard, Stenographer

Original to Town Clerk

Chairperson: Charles Galemmo

Selectperson: Jonathan Hall

Selectperson: Michael Johnson, Jr.

Selectperson: Wendy Cowan

Selectperson: Michael Johnson, Sr.