

**North Berwick Board of Selectmen Minutes September 19, 2017**

**NORTH BERWICK BOARD OF SELECTMEN MINUTES  
SEPTEMBER 19, 2017**

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

**Also Present:** Dwayne Morin

Chairman Hall called the meeting to order at 6:30 pm.

**1. Pledge of Allegiance**

**2. Review and Approve Minutes of September 5, 2017**

Selectman Cowan motioned to approve the minutes of September 5, 2017. Selectman Galemmo seconded the motion. VOTE: 5-0

**3. Public Input**

There was no public input at this time.

**4. Unfinished Business:**

**A. Parks and Rec: Update on Trail Project**

Dwayne Morin stated that the trail project was completed last Wednesday. He showed the Board members pictures of the work that was done. They cleaned the whole trail up and built a bog walk. Dwayne stated that after they were done he went in and mowed it. He stated that they had left a few stumps up so our workers went in and cut them all flush to the ground. Dwayne stated that the trail is not for the faint of heart because there are roots and rocks. It is a woods trail. He stated that they will be adding signs showing where the trail is located. Selectman Cowan asked if they were going to have any signage regarding the type of uses allowed on the trail. Dwayne stated that they installed a kiosk that shows the map and it also says what is allowed on the trail as well. He said that he has only received positive comments regarding the trail.

**B. Road Projects: Update on Projects for FY18**

Dwayne stated that Diamond Hill Road was done and they finished ditching today on Buffum Road. The goal is to pave it on Monday depending on the weather.

**C. Public Works: Garage Addition**

Dwayne stated that they had raised \$35,000 to perform the garage addition. He stated that they had originally proposed on constructing a wood addition with metal siding but the Budget Committee wanted them to pursue constructing a block addition since it is a block building. When he bid it out, the numbers were horrendous and they decided to look on how much it would cost if we construct it ourselves. He stated that if we construct it ourselves, the block estimate comes in slightly over at \$35,800 and that is if nothing goes wrong. If we construct a wood addition it would cost us about \$26,000 which would give us a buffer so if anything does go wrong, we have the funds to take care of it. Dwayne stated that he spoke with the Highway Department employees to see if they felt comfortable with being able to construct this addition. They said that they would relish the opportunity to build it. Roger Frechette, the CEO will watch over it and make sure everything goes well with the project. Selectman Cowan asked if there was a difference with longevity between the wood and the block. Dwayne stated that they are going to build it with 2x6 construction, completely sheathed and then overlaid with metal siding. He stated that the building would easily last over 50 years. He said that it is not a heated building so this will help to make it last longer.

Selectman Cowan to approve that we construct the garage addition as a wood construction and our employees will build it ourselves. Selectman Galemмо seconded the motion. VOTE: 5-0

**D. FY2019: Preliminary Budget Discussions**

Dwayne stated that they are starting to work on budgets for next year. He said that there are a few things that he is looking at right now that are definitely going to change. The Rescue Squad has decided to keep the ambulance out to 2020. They will not move to do it sooner.

He stated that they did get word that the TRIO system, which is the software that we run the building on, is going to change. They have decided to do a massive change to their TRIO software and even if we choose not to take their change, they are going to increase our costs by 20% for the next 2 years. Dwayne stated that it is still cheaper than going to a different system. Part of the change is that instead of server based where it is based here in our building, we can opt for a cloud based system where they will manage everything in the cloud for us. Dwayne stated that he is leery about the cloud based system because he likes to have our information here. He stated that we already backup our information to the cloud but he doesn't like the idea of keeping all of our stuff off our site.

Dwayne stated that their existing system is based on an access system which is a data based central system. Everything is based on data base so all of our extensions are .dbd. It is all switching to sql server which is a faster and more robust data collection system. We run a sql server with our Police Department. To update our TRIO system to sql server, it would cost about \$3,400 plus the 20% increase. He stated that we were planning on replacing our server next year anyway because we replace them every 5 years. Now he will just have to budget more money to get the sequel server. Selectman Cowan asked what the total cost would be. Dwayne said that the server upgrade was going to cost about \$15,000 but now it will cost about \$20,000 which includes everything. Selectman Cowan asked Dwayne if he thinks that they will

eventually go to totally cloud based but Dwayne does not think that people will allow that to happen. Dwayne said that there are some advantages to cloud base like not having to replace our server. He stated that the bad thing about cloud base is that it comes down to internet access. In order to have cloud base you need to really have a robust internet connection. He stated that we use Spectrum and we have the best that they have to offer but it is not very robust. We would have to go to dark fiber. He said that there is dark fiber in this building because the school had it brought into the building but it is very expensive to run. It costs about \$700 per month.

Selectman Johnson, Jr. asked how we were this year regarding salaries. The past couple of years we have given substantial raises to certain individuals to get them up to par with other towns in the area. Dwayne believes they are all set this year but he will be checking on that again .

**E. November Referendum: Marijuana Moratorium – State Proposed Rules**

Dwayne gave the Board members a copy of the proposed Maine laws regarding recreational marijuana. He stated that they will move forward with the Moratorium and he did provide the Planning Board members a copy of it for their review. Dwayne stated that we will have a Public Hearing the last meeting in October. The Home Rule Authority that is proposed in the legislation is quite wide. It gives the towns a lot of latitude for regulations. One of the things that he pointed out to the attorney regarding the Home Rule Authority states the following:

Notwithstanding the Town adopting standards, we can actually deny people until we get standards written.

This is almost like a Moratorium built into the Act. Dwayne stated that the attorney does not believe that this is the intent so the attorneys are now looking into this further. Dwayne stated that we still need to find out what our community wants us to do.

**Reminders: Next Board of Selectmen’s Meeting – Oct. 3, 2017 – 6:30 pm Municipal Building  
Meeting with Hussey – Sept. 22, 2017 at Noon – Hussey Seating**

**5. New Business:**

**A. Board Membership Application: Annette Hume**

Dwayne will contact Annette Hume to see if she can be at the next meeting.

**B. Health Insurance: Changes to Health Insurance Coverage 1/1/18**

Dwayne stated that a few years ago, we changed our health insurance. We had a traditional health insurance plan where we pay the premiums, supply the insurance to our employees and there was basically no deductible or coinsurance other than copays. We switched to a high deductible, high coinsurance plans and created an HRA to pay for the deductible and coinsurance for our employees. By doing this, we basically set aside a pot of money and the employees were allowed to dip into it on a yearly basis based on what plan they had. If the employee had single coverage, they were allowed to dip into it for \$750. The deductible was \$1500 so they were

responsible for \$750. For those with family coverage, the deductible was \$3000 so they were allowed to dip into it for \$2,250. This has saved us a lot of money and our premiums have gone down. We have budgeted about \$29,500 for HRA and we have only spent on average, about \$6,800 of that for 3 years. If we were in a traditional plan, that money would have just gone out the door without ever coming back.

He stated that MMA sent them a letter in July stating that they were increasing the coinsurance but they didn't say that they were going to increase the maximums. They came back to us 3 weeks ago and said that they were going to increase the maximum out of pocket costs for the employees. Instead of \$1,500 it will go up to \$2,000 for single coverage and for family it will go from \$3,000 to \$3,500. This means that our employees will now be responsible for \$1,250 instead of \$750. On Page 17, it shows that our HRA budget for this year is \$32,250. He stated that at the beginning of this year, we had \$64,319.56 in the fund. He stated that our budget is half of that and this year we only appropriated \$5,000 to go into the fund. We fully funded it for 2 years in a row and now we have only been putting in what we have been spending.

Dwayne stated that there are 2 options for the Board to consider. We can decide to split it with the employees so instead of them being responsible for \$750, they will be responsible for \$1,000. This would make the budget \$37,000. If we allow the employees to still be responsible for the \$750 then the budget would be \$41,750. He stated that of these numbers, we have only been spending about \$6,000. Selectman Galemmo asked about how many employees end up using the plan. Dwayne stated that about 25% of the employees use the HRA. Selectman Galemmo said that even if we cover the whole \$500, there are still few employees that will use the HRA so it will not have a big effect on us. Selectman Cowan stated that she still likes the idea of having the buffer. Dwayne said that there is no way that we will spend \$41,000 so there will still be a buffer. He stated that they still have \$64,000 in the account so even if we spend the possible full amount of \$41,750, we would still have a \$23,000 buffer. Selectman Galemmo stated that we are still paying below average for our employees so he feels that they should cover the whole amount so the employee's portion will not change.

Dwayne stated that if they decide to cover the full amount, then they will need to do a personnel policy change. We would also need to ask the Police Department to open up their contract to make the change for them as well. Dwayne stated that they need to start the process. He will need to send out a notice to all of the employees and contact the Police to have them open up their contract.

Selectman Galemmo motioned to start the process for the personnel policy change. Selectman Johnson, Jr. seconded the motion. VOTE: 5-0

**C. Fire Department: Authorization to Operate a Red Light – Bussiere**

Dwayne stated that they have a Red Light Authorization Form for one of their new fire fighters, Cody Bussiere.

Selectman Galemmo motioned to approve the Red Light Authorization form for Cody Bussiere. Selectman Johnson, Jr. seconded the motion. VOTE: 5-0

**D. General Assistance: New Appendices – Schedule Public Hearing**

Dwayne stated that every year, they get new Appendices for General Assistance from DHS and we need to schedule a Public Hearing to adopt them. They take effect on October 1<sup>st</sup> so he would like to schedule the Public Hearing on October 3<sup>rd</sup>.

Selectman Galemmo motioned to schedule the Public Hearing for the General Assistance Appendices on October 3, 2017. Selectman Johnson, Sr. seconded the motion. VOTE: 5-0

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

Warrant:	September 12, 2017	- \$	0.00
Warrant:	September 19, 2017	- \$	681,117.32

Selectman Galemmo motioned to approve the Warrant of September 19, 2017 for the amount of \$681,117.32. Selectman Johnson, Jr. seconded the motion. VOTE: 5-0

**6. Other Business – Executive Session – Poverty Abatement**

Dwayne stated that they will have to go into Executive Session.

Selectman Galemmo motioned to go into Executive Session at 7:32 pm. Selectman Johnson, Jr. seconded the motion. VOTE: 5-0

They Board came out of Executive Session.

Selectman Galemmo motioned to approve the Poverty Abatement 2017-1 for the amount of \$812.91. Selectman Cowan seconded the motion. VOTE: 5-0

**8. Adjournment:**

Selectman Glemmo motioned to adjourn the meeting at 7:41 pm. Selectman Johnson, Jr. seconded the motion. VOTE: 5-0

Respectively Submitted,  
Susan Niehoff, Stenographer

Original to Town Clerk

Chairman: Jonathan Hall

Selectman: Wendy Cowan

Selectman: Michael Johnson, Jr.

Selectman: Charles Glemmo

Selectman: Michael Johnson, Sr.