

North Berwick Board of Selectmen Minutes December 4, 2018

**NORTH BERWICK BOARD OF SELECTMEN MINUTES
DECEMBER 4, 2018**

Present: Chairman Hall, Selectman Johnson, Jr., Selectman Galemmo

Absent: Selectman Cowan, Selectman Johnson, Sr.

Also Present: Dwayne Morin, Larry Wick, Wayne Hall, Betty Hall

1. Pledge of Allegiance

3. Review and Approve Minutes of November 20, 2018

Selectman Galemmo motioned to approve the minutes of November 20, 2018 as written. Selectman Johnson, Jr. seconded the motion. VOTE: 3-0

2. Public Hearing – Junkyards – 6:35 pm

Chairman Hall read the legal notice into the minutes.

Public Hearing
Town of North Berwick, Maine
Automobile Junkyard Permits

The Town of North Berwick Board of Selectmen will be holding a Public Hearing on Tuesday, December 4, 2018 at 6:35 p.m. in North Berwick Municipal Building Room 212 for a hearing on the applications of Larry Wick and Francis Hall Family Trust for an Automobile Junkyard Permit. This Public Hearing is being held pursuant to Title 30-A M.R.S.A. §3754.

The Public is invited to attend this Public Hearing.

Dwayne stated that both of the junkyards are in compliance with the town rules and regulations. This is a yearly permit and they haven't had any issues this year with either junkyard.

Chairman Hall closed the Public Hearing at 6:36 pm.

Selectman Johnson, Jr. motioned to approve the junkyard permits for Larry Wick and Francis Hall Family Trust. Selectman Galemmo seconded the motion. VOTE: 3-0

4. Public Input:

Wayne Hall stated that he believes that they have a salvage yard not a junkyard. They have antiques and he is considered a hobbyist. He feels that they should be under that rule and not the junkyard rules. Selectman Johnson, Jr. stated that per our Town Ordinance, if you have more than 3 unregistered vehicles it is classified as a junkyard. Mr. Hall stated that he will get the paperwork that states that he is a hobbyist and what the rules are for that. Dwayne stated that he is familiar with the paperwork and it wouldn't make a difference.

5. Unfinished Business:

A. Public Works: Project Updates

Dwayne stated that, for the most part, everything is done for the year. He was hoping to have all of the bills in from the last project but they have not come in yet. Dwayne stated that there were a few paving issues this year which he discussed with Libby Scott. On Bauneg Beg Hill Road they paved it when it was too cold. Dwayne had told them that they couldn't pave it until the temperature got to 40 degrees and the day they paved, it was below 30 degrees. They had cold joints. He stated that you can see where they stopped and started and typically you can't see that. He said that we have to take responsibility as well to make sure they don't pave when it is below 40 degree temperature.

Dwayne said that they are planning on going out to bid for paving and not just sign a contract with Libby Scott. It has been 4 years and he thinks it is time to rebid it and keep it fair for everyone. He stated that the escalation clause in our contract really hurt us a lot. We ended up spending almost \$30,000 extra in pavement because of the escalation clause. If it wasn't for that, we would have ended the year with \$30,000 in extra funds. Dwayne stated that when we had signed the contract, asphalt costs were at the low point for the year. After that, asphalt prices went through the roof and we ended up paying for it. He said that when we signed the contract, asphalt was at \$4.50 and in the middle of the summer it was \$6.60. It added \$6.30 to each ton of pavement which is almost 10%. Our pavement cost was \$68 per ton and the escalation clause added another \$6.30 to the cost.

B. Zoning Ordinance: Discussion on Ordinance Changes for FY19; Medical Marijuana

Dwayne stated that he will be meeting with the Planning Board on 12/13/18 to discuss the proposed Ordinance changes. The Planning Board met with the Town Attorney last night for a couple of hours to go over procedural aspects.

C. FY20: Budget Discussions

Dwayne said that he is working on the budget and right now, there are some significant cost drivers that are coming up. The computer budget for both the Town Hall and the Police Department are going to have a pretty significant increase. On the Town Office side, our current servers are managed by an IT company but our PC's are not. Because of the interconnection between the server and the PC's, they are recommending that we have them on the plan to manage. The cost is \$10 per PC per month for a total of about \$1,600 per year. Hopefully this will end up saving money because every time they drive out here we won't have to pay mileage. They will be able to do everything from their office. Our IT budget is still significantly lower than most areas. He stated that he is also replacing some PC's right now. Effective January 14, 2020 if you are still running Windows 7 on your home computers, it will no longer be supported by Microsoft. He has to update all of our computers that have Windows 7 to Windows 10.

Dwayne stated that on the Police Department side, it will be a little bit more costly. They have 9 computers that they need to update. He said that they will look to put the T1 line from here to Sanford Dispatch to eliminate the server at Sanford. He said that it has been an issue for years and they need to address it. With Berwick and South Berwick coming on to Sanford Regional Dispatch, they included us in their bid for the T1 lines so we can get it for about \$4,800 per year. Selectman Johnson, Jr. asked what a T1 line was. Dwayne stated that it is a direct dedicated line from our computer to Sanford Regional Dispatch and we are the only ones that can utilize it. Right now, we run everything over the internet from one server to another server and then we have a program that talks and makes everything work. Unfortunately, it doesn't work well. He stated that if the PD is working on reports it will shut down the internet for this building because of the amount of bandwidth that it takes for the police reports. Dwayne stated that when they first started looking at doing this, the cost was about \$10,000 per year. It is now down to about \$5,000 per year.

Reminders: Next Board of Selectmen's Meeting – Dec. 18, 2018 – 6:30 pm Municipal Building

6. New Business:

A. Parks and Rec: Coleen Fahy Application for Commission

Coleen Fahy was not present again tonight.

B. Personnel Policy: Review Draft Updates

Dwayne stated that when they signed the latest Police contract, the police had wanted the Reserve Officers removed from the contract. They went through the legal process of removing the Reserve Officers from the contract. However, we had overtime provisions and holiday provisions for the Reserve Officers in that contract. Now those Reserve Officers fall under our Personnel Policy. Under our Personnel Policy, they get nothing because they are part time. If they work over 40 hours, they would get time and a half for the shift but if they just take a holiday shift, they get straight time. Dwayne stated that this will become problematic for us because if we don't offer at least time and a half, we are going to have a hard time covering the shifts. Dwayne stated that, about 2 years ago, the Board voted that all highway workers that plow on holidays, would be paid double time. However, it was just voted on by the Board but never added into the policy. He is recommending that they update the personnel policy to reflect these changes.

Chairman Hall asked if they were going to pay officers double time on all the holidays listed in the policy. Dwayne said that it would be time and a half because this is how they were paid in the past. Chairman Hall asked if they could split it up and pay time and a half for some holidays and double time for others. Dwayne said that they could do that if they wanted to. Selectman Galemmo stated that it would just make it more complicated by doing that. Better to just keep it the same for all holidays. Dwayne said that they have usually done time and a half for the Reserve Officers and double time for the snowplow drivers because the Reserve Officers can say no and not work the shift. The snowplow drivers don't have a choice. They have to work it. Dwayne said that the Selectman would now need to motion to send it to the employees for their review. They have to wait 15 days and then the Board can vote to approve the new policy changes.

Selectman Galemmo motioned to send the Personnel Policy changes to the employees for their review. Selectman Johnson, Jr. seconded the motion. VOTE: 3-0

Selectman Galemmo motioned to pay the Reserve Police Officers time and a half for holidays until this policy is either approved or disapproved. Selectman Johnson, Jr. seconded the motion. VOTE: 3-0

7: Other Business:

Dwayne stated that he sent the Board members a copy of the email that he sent to the Superintendent regarding the elections being held at the school. He stated that they want us to hold our elections at the Community Center but Dwayne said that it really isn't large enough. It is only 1,500 sf and the gym is 4,000 sf. The other option that the Superintendent had mentioned is for them to be held on the 2nd floor of the Town Hall building. Dwayne stated that this is even smaller than the Community Center. Dwayne told the Superintendent that since the construction of the school, we have used it for elections. He suggested to the Superintendent that they hold a Teacher Workshop on that day instead. Dwayne said that the Superintendent had previously stated that he couldn't shut down the school on that day because of the Vocational schedule. He stated that one of the arguments for not holding the voting there is for the safety of the children.

Dwayne stated that one of the original emails from the Superintendent stated the following:

It is a good thing for students to be aware of the political process that happens in their school settings. We want to promote an educated populous that believes that they can make a difference at the polls, to see some of the working and safely experience the history of the day can make a positive happening in their lives.

Dwayne stated that this was the reason that they didn't want to close the school. He knows that the Superintendent is receiving some pressure from some parents and Dwayne has also received some calls. Dwayne has told people that we really don't have another area that is large enough to accommodate the equipment and people. This now becomes a School Board issue. They can either close the school, keep it open or provide us with another location. We really can't keep moving from place to place for different elections because it will become confusing for the voters.

8. Review and Approve Warrants and Correspondence

Warrant:	November 27, 2018	- \$	0.00
Warrant:	December 4, 2018	- \$	60,672.74

Selectman Galemno motioned to approve the Warrant of December 4, 2018 for the amount of \$60,672.74. Selectman Johnson, Jr. seconded the motion. VOTE: 3-0

9. Adjournment:

Selectman Glemmo motioned to adjourn the meeting at 7:49 pm. Selectman Johnson, Jr. seconded the motion. VOTE: 3-0

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.