

**TOWN OF SOUTH BERWICK  
POLICY ON TREASURER'S DISBURSEMENT WARRANTS  
FOR EMPLOYEE WAGES AND BENEFITS**

**PURPOSE:** This policy allows the Council Chairman or the Vice-Chair, acting on behalf of the full Council, to review, approve, and sign municipal treasurer's disbursement warrants for wages and benefits only.

**This policy is additional to, not in lieu of, majority power.**

Nothing in this policy is intended to replace the authority of the full board of municipal officers, acting by majority vote, to act on any treasurer's warrant, including warrants for wages and benefits.

**DELEGATION OF AUTHORITY:** Pursuant to 30-A, MRSA, Section 5603(2)(A)(1), the following authority is granted with respect to treasurer's disbursement warrants for municipal employee wages and benefits only.

**CURRENT MUNICIPAL OFFICERS:** The Town Council members in office at the time of execution of this policy are: Jean Demetracopoulos, John Kareckas, Russell Abell, John James and Laura Leber.

Either \_\_\_\_\_, the Council Chair, or \_\_\_\_\_, the Vice-Chair, acting alone may review, approve, and sign such wages and benefits warrants.

**EFFECTIVE DATE:** This policy becomes effective on the date indicated below.

**COPIES:** The Council Chair will furnish copies of this policy to the Town Clerk and the Town Treasurer.

**LAPSE:** This policy lapses one year after its effective date, if not sooner amended or cancelled.

**RENEWAL:** This policy may be renewed at any time before its lapse. Thereafter, it may be readopted at any time. Any renewal is valid for one year from its effective date, unless a sooner date of expiration is specified.

**REMINDER:** The Town Treasurer shall remind the Council to consider renewing this policy annually before it lapses.

**ORIGINAL:** The original of this policy is to be on file with the Town Clerk.

Dated: November 10, 2014

TOWN COUNCIL:

\_\_\_\_\_  
\_\_\_\_\_  
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## **South Berwick Town Council October 28, 2014**

Chairman Gerald W. MacPherson, Sr. called the meeting to order at 6:30pm. Councilors present included Jean Demetracopoulos, David H. Webster, John C. Kareckas, and Russell H. Abell. Acting Town Manager Jon St. Pierre was also in attendance.

### **Approval of Minutes**

1. Board of Assessors 10-14-14: On a motion by Mr. Webster, seconded by Mrs. Demetracopoulos, it was unanimously voted to adopt the minutes as written.
2. Town Council 10-14-14: On a motion by Mr. Kareckas, seconded by Mr. Abell, it was unanimously voted to adopt the minutes as written.

### **Treasurer's Warrant**

1. On a motion by Mr. Abell, seconded by Mrs. Demetracopoulos, it was unanimously voted to sign the warrant dated October 23, 2014 in the amount of \$241,550.84.

### **Public Comment**

None

### **Town Manager's Report**

- The Seacoast Energy Initiative Grants are wrapping up. There is \$10,000-12,000 left and will be used to upgrade lighting at the Town Hall, Community Center, and Town Garage.
- The annual audit is underway.
- Election Day is Tuesday.
- The Avesta project and the upgrades to the Library parking lot are on track. The next meeting for concerned parties is scheduled for next week.
- Base paving on Ogunquit Road will take place next week; the top coat will go down in the spring.
- The parking committee held its second meeting. The stakeholder meeting is scheduled for November 19<sup>th</sup> at 7:00am.
- Ordinance updates are ongoing. The next step will be meeting with the Planning Board.
- Ransom Environmental will be doing some testing downstairs (at Town Hall) primarily to check air quality and overall conditions in the Police Station.

Town Manager Perry Ellsworth joined the meeting by speakerphone.

Mr. Ellsworth:

- He reminded everyone of the soup supper at Spring Hill on Wednesday, November 5<sup>th</sup>.
- He made note of the Veteran's Day celebration at the school.
- Asked that the Council consider who will replace Jerry at the meetings with the school board.

With the assistance of Mr. St. Pierre, Mr. Ellsworth presented Councilors MacPherson and Webster with plaques of appreciation for their service on the Council from 2008 to 2014.

### **New Business**

1. Mrs. Demetracopoulos made a motion to approve the liquor license and special amusement permit for Isidore on the Rock's. Mr. Webster seconded the motion.

The Council briefly discussed the change from last year's license, from a Restaurant Classes I-IV to a Tavern Class IV (malt liquor only). Mr. Miller from Isidore was present and was able to clarify that he did not intend to be limited to beer only. Mr. Miller changed his application from a Tavern to a Restaurant by marking the original application as needed.

On a motion by Mr. Kareckas, seconded by Mrs. Demetracopoulos, it was unanimously voted to amend the original motion by deleting Tavern Class IV and including Restaurant Classes I-IV & XI.

The original motion, as amended, passed unanimously.

**Council Member Comments**

1. Mrs. Demetracopoulos:

-She expressed her sentiments in regard to this being Councilors MacPherson and Webster's last meeting. She stated that it had been "a true pleasure serving with you."

-She reminded everyone of the Halloween Parade. It was clarified that the parade and trick-o-treat is on Thursday the 30<sup>th</sup>.

2. Mr. Abell:

-He wished Perry a speedy recovery.

-He thanked Jerry and Dave for their service and mentorship.

3. Mr. Kareckas:

-He presented Councilors MacPherson and Webster with envelopes representing donations made by the Council for them to the Volunteer Network and the Community Chorus, respectively.

-He stated that it had been a pleasure to serve with both Jerry & David. He thanked them for their leadership and openness.

-Asked Mr. St. Pierre to forward the current ordinance changes (Chapters 119, 121 & 140) to the Planning Board for its' review. It is hoped that the Board will be able to accommodate the review on their next agenda.

-The parking committee has completed an inventory of the spaces downtown and are looking at where the spaces are located and when they are being used.

4. Mr. Webster:

-He stated that he had the luxury to serve during two of the best town managers South Berwick has had, Dick Brown and Perry Ellsworth. He added that he has also served with some great councilors and has been fortunate to make lasting friendships with some.

5. Mr. MacPherson:

-He also stated that he was fortunate to serve during Dick Brown and Perry Ellsworth's terms as manager. He stated that he will miss it, but it is time for someone else to step in. It has been nice that even though he was not always in agreement with other councilors it has always been kept civil.

**Adjournment**

On a motion by Mrs. Demetracopoulos, seconded by Mr. Webster, it was unanimously voted to adjourn the meeting at 7:15pm.

Attested:

Barbara Bennett, CCM

TOWN OF SO. BERWICK  
CHECK REGISTER

Check Number	Account	Date Paid	Amount
00035093	022503 SHARON BRASSARD	11/10/2014	-37.09
00035791	132500 SECRETARY OF STATE M/V	11/10/2014	13,185.15
00035792	032750 DAMAGES	11/10/2014	230.40
00035801	011250 TREASURER, STATE OF MAINE	11/10/2014	89.00
00035802	011495 ATLANTIC RECYCLING EQUIP LLC	11/10/2014	155.37
00035803	020225 BAKER & TAYLOR	11/10/2014	150.83
00035804	021095 BARBARA BENNETT	11/10/2014	120.08
00035805	021375 H T BERRY COMPANY INC	11/10/2014	321.65
00035806	021550 BIDDEFORD FREE CLINIC	11/10/2014	75.00
00035807	022240 GARY BOUCHER	11/10/2014	164.98
00035808	022503 SHARON BRASSARD	11/10/2014	37.09
00035809	022525 BREX CORP	11/10/2014	2,800.00
00035810	030530 CENTRAL TIRE CO INC	11/10/2014	1,211.10
00035811	030500 CENTRAL MAINE POWER/CREDIT, COLL	11/10/2014	351.00
00035812	030510 CENTRAL MAINE POWER	11/10/2014	27.84
00035813	030725 CITIZENS BANK (CHG)	11/10/2014	249.00
00035814	031096 COCHECO VALLEY HUMANE SOCIETY	11/10/2014	150.00
00035815	031425 COLONIAL LIFE & ACCIDENT INS.	11/10/2014	1,206.03
00035816	031579 CONSTELLATION NEW ENERGY	11/10/2014	1,643.27
00035817	033900 W.S.DARLEY & CO	11/10/2014	2,521.19
00035818	040800 DOUCETTE EXCAVATING	11/10/2014	1,280.00
00035819	050815 EMPLOYEE HEALTH & BENEFITS	11/10/2014	757.87
00035820	141000 FAIRPOINT COMMUNICATIONS	11/10/2014	1,343.70
00035822	060300 FAVORITE FOODS INC	11/10/2014	159.73
00035823	061500 FOSTER'S DAILY DEMOCRAT	11/10/2014	200.40
00035824	070600 GEORGE GORMAN	11/10/2014	217.78
00035825	071050 GREAT FALLS CLEANERS	11/10/2014	295.00
00035826	071180 GROUP DYNAMIC INC	11/10/2014	550.00
00035827	071307 GULF/FLEET FUNDING	11/10/2014	43.26
00035828	191330 HANNAFORD'S	11/10/2014	234.76
00035829	080248 HANSCOM'S TRUCK STOP INC	11/10/2014	9,600.96
00035830	080500 BEVERLY HASTY	11/10/2014	112.19
00035831	080518 HAYDEE'S PEST FREE MGMT	11/10/2014	45.00
00035832	133380 PAMELA HAYNES MCCARTHY	11/10/2014	750.00
00035833	080998 HOME DEPOT	11/10/2014	346.75
00035834	081030 LARRY HOSACK	11/10/2014	100.00
00035835	081055 FERN HOULIARES	11/10/2014	47.85
00035836	081394 HUSSEY EXCAVATION INC	11/10/2014	2,860.00
00035837	090120 INLAND FISHERIES & WILDLIFE	11/10/2014	1,676.23
00035838	090138 INVOICE CLOUD	11/10/2014	50.00
00035839	090555 DEAN IRONS	11/10/2014	684.00
00035840	100150 JANETOS MARKET	11/10/2014	109.89
00035841	100820 FRED KEEN	11/10/2014	75.00
00035842	120510 LAWSON PRODUCTS INC.	11/10/2014	198.02
00035843	071170 M W GRENIER ENTERPRISES LLC	11/10/2014	660.00
00035844	132400 MAINE SAD #35	11/10/2014	611,389.62
00035845	132200 MAINE FIRE CHIEFS ASSOC.	11/10/2014	89.00
00035846	127000 CORRINE J MAHONY	11/10/2014	2,720.00
00035847	134913 MOTOROLA	11/10/2014	3,034.00
00035848	135130 MTCCA/MMA	11/10/2014	160.00
00035849	140809 NEW ENGLAND COACH	11/10/2014	200.00
00035850	150025 OAKWOODS LUMBER INC	11/10/2014	64.00
00035851	150735 DICK PAGE	11/10/2014	50.00
00035852	159995 HL PATTEN CONSTRUCTION	11/10/2014	3,172.00
00035853	200700 PIKE INDUSTRIES INC	11/10/2014	16,389.98
00035854	160320 PINE TREE WASTE INC	11/10/2014	3,130.99

