

South Berwick Town Council
September 08, 2015

Vice Chairman Jean Demetracopoulos called the meeting to order at 6:30pm. Councilors present included Laura Leber and John James. Russell H. Abell joined the meeting 5 minutes later. Council Chair John C. Kareckas was absent. Manager Perry Ellsworth was also in attendance.

Approval of Minutes

1. Council 08-25-15: On a motion by Mrs. Leber, seconded by Mr. James, it was unanimously voted to adopt the minutes with the addition to #4 of Council Member comments of the **participants** after volunteer.

Treasurer's Warrant

1. On a motion by Mr. James, seconded by Mrs. Leber, it was unanimously voted to sign the warrant dated September 03, 2015 in the amount of \$766,809.22.

Public Comment

None

Town Manager's Report

- AVESTA Project continues to move forward with anticipated completion in mid October.
- New parking signs up in the business area. 2 hour limit/no overnight parking.
- New PWD trucks are in at Howard Fairfield and being outfitted for use.
- Rt. 101 open but not complete.

Unfinished Business

1. On a motion by Mr. Abell, seconded by Mr. James the Town Council unanimously authorized the Town Manager to expend up to \$5,000 for a Phase 1 needs assessment of our Police Department. Funding to come from the dedicated account set up for a new police station.

New Business

1. On a motion by Mr. Abell and seconded by Mrs. Leber it was unanimously voted to accept a \$2,000 grant from the Strawberry Festival Committee to the Recreation Department to be used for after school programs.
2. On a motion by Mr. Abell and seconded by Mr. James it was unanimously voted to appoint Town Manager Perry Ellsworth as the South Berwick Voting Delegate at the annual MMA Convention meeting.

Council Member Comments

1. Mr. Abell:
 - Asked questions about upcoming dispatch meeting with Chiefs in Kittery and should the Town Council be involved. Manager stated "not at this point".
2. Mrs. Leber:
 - Discussed opening day of school.
3. Mrs. Demetracopoulos:
 - What is the status of the Day Property? Manager stated "front part will be disassembled next month and reused to build a garage".

Adjournment

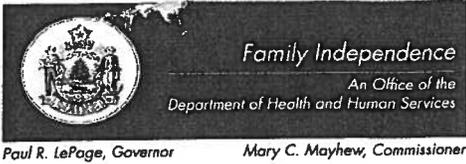
On a motion by Mrs. Leber, seconded by Mr. Abell, it was unanimously voted to adjourn the meeting at 7:02pm.

Respectfully Submitted,

Perry A. Ellsworth

TOWN OF SO. BERWICK
CHECK REGISTER

Check Number	Account	Date Paid	Amount
00037257	192600 SO BERWICK PHARMACY	09/22/2015	-75.75
00037552	189999 REFUNDS	09/22/2015	5.16
00037553	010336 AGGREGATE RECYCLING CORP	09/22/2015	2,832.83
00037554	010585 AMAZON	09/22/2015	133.59
00037555	011495 ATLANTIC RECYCLING EQUIP LLC	09/22/2015	1,858.50
00037556	020225 BAKER & TAYLOR	09/22/2015	218.65
00037557	021300 BERNSTEIN SHUR	09/22/2015	67.50
00037558	021375 H T BERRY COMPANY INC	09/22/2015	339.48
00037559	022850 BUSINESS EQUIPMENT UNLIMITED	09/22/2015	118.00
00037560	022240 GARY BOUCHER	09/22/2015	53.63
00037561	022242 BOUND TREE MEDICAL	09/22/2015	219.99
00037562	022503 SHARON BRASSARD	09/22/2015	35.65
00037563	030500 CENTRAL MAINE POWER/CREDIT.COLL	09/22/2015	169.77
00037564	030510 CENTRAL MAINE POWER	09/22/2015	3,702.04
00037565	030670 CHRISTY MACHINE CO	09/22/2015	682.00
00037566	030725 CITIZENS BANK (CHG)	09/22/2015	12.17
00037567	141384 CRITICAL ALERT SYS	09/22/2015	24.16
00037568	032710 D.J.'S MUNICIPAL SUPPLY	09/22/2015	1,351.83
00037569	041000 DOVER MOTOR MART FM	09/22/2015	856.00
00037570	050202 EASTERN FIRE EQUIPMENT	09/22/2015	491.21
00037571	060100 HOWARD P FAIRFIELD INC	09/22/2015	309.44
00037572	060275 THE FASTENER WAREHOUSE	09/22/2015	38.00
00037573	061527 CHARLES FREEMAN	09/22/2015	250.00
00037574	070200 P GAGNON & SON INC	09/22/2015	9.38
00037575	191330 HANNAFORD'S	09/22/2015	368.24
00037576	080248 HANSCOM'S TRUCK STOP INC	09/22/2015	2,695.79
00037577	080450 HARVARD PILGRIM HEALTH CARE	09/22/2015	35,332.96
00037578	080518 HAYDEE'S PEST FREE MGMT	09/22/2015	45.00
00037579	081055 FERN HOULIARES	09/22/2015	199.99
00037580	090136 INTEGRATED ENVIRONMENTAL INC	09/22/2015	200.00
00037581	100150 JANETOS MARKET	09/22/2015	49.87
00037582	100380 JOHN DEERE LANDSCAPES	09/22/2015	23.84
00037583	100870 KENNEBUNK SAVINGS BANK	09/22/2015	127,897.50
00037584	141367 KONE INC	09/22/2015	213.29
00037585	120533 LAW ENFORCEMENT TARGETS	09/22/2015	118.92
00037586	120510 LAWSON PRODUCTS INC.	09/22/2015	168.93
00037587	120970 LIBBY SCOTT INC.	09/22/2015	53,777.11
00037588	121300 LINCOLN PRESS	09/22/2015	48.00
00037589	071170 M W GRENIER ENTERPRISES LLC	09/22/2015	157.00
00037590	131698 MAINE BETTER TRANSPORTATION	09/22/2015	95.00
00037591	133225 JOSEPH T TOTON	09/22/2015	119.00
00037592	133195 MAINE TURNPIKE AUTHORITY	09/22/2015	13.00
00037593	133285 MARKET BASKET	09/22/2015	88.95
00037594	210783 MATHESON TRI-GAS INC	09/22/2015	188.00
00037595	133795 MICK BODYWORKS INC	09/22/2015	1,899.78
00037596	133800 MICK CONSTRUCTION CORP	09/22/2015	9,450.00
00037597	134300 MAINE MUNICIPAL EMPLOYEES	09/22/2015	4,941.12
00037598	140105 NAPA AUTO PARTS	09/22/2015	573.08
00037599	141400 NORTHERN DATA SYSTEMS INC	09/22/2015	7,887.67
00037600	200700 PIKE INDUSTRIES INC	09/22/2015	1,221.25
00037601	160320 PINE TREE WASTE INC	09/22/2015	2,323.53
00037602	160400 PITNEY BOWES	09/22/2015	183.00
00037603	170000 QUILL CORPORATION	09/22/2015	218.06
00037604	160692 READY REFRESH	09/22/2015	118.74
00037605	180205 REC 1	09/22/2015	250.00
00037606	180400 RED'S SHOE BARN INC	09/22/2015	279.98



Paul R. LePage, Governor

Mary C. Mayhew, Commissioner

Office for Family Independence
19 Union Street
11 State House Station
Augusta, Maine 04333-0011
Tel: (207) 624-4168
Toll Free: 1-800-442-6003
Fax (207) 287-3455

*Please see next page
for adoption
process*

TO: Municipal Officials/Welfare Directors/General Assistance Administrators

FROM: Ian Miller, General Assistance Program Manager

RE: 2015 – 2016 General Assistance Ordinance Maximums

DATE: September 8, 2015

Enclosed please find the following items:

- MMA's new (October 1, 2015–September 30, 2016) “**General Assistance Ordinance Appendix**” (A, C & D).
- “**GA Maximums Summary Sheet**” which consolidates GA maximums into one document. Municipalities do have to insert individual locality maximums from Appendix A and C in the summary sheet where indicated in order to complete the information. The “summary” does not have to be adopted, as it is not an Appendix but a tool for municipal officials administering GA.
- “**GA maximums adoption form**” which was developed so that municipalities may easily send DHHS proof of GA maximums adoption. Once the selectpersons or council adopts the new maximums, the enclosed form should be signed and submitted to DHHS. (*see “Filing of GA Ordinance and/or Appendices” below for further information*).

Appendix A - D

The enclosed Appendices A - D have been revised for your municipality’s General Assistance Ordinance. These new Appendices, once adopted, should replace the existing Appendices A – D. Even if you have already adopted MMA's model General Assistance Ordinance, the municipal officers must approve/adopt the new Appendices yearly.

The Adoption Process

The municipal officers (i.e., selectpersons/council) adopt the local General Assistance Ordinance and yearly Appendices, even in town meeting communities. The law requires that the municipal officers adopt the ordinance and/or Appendices after notice and hearing. Seven days posted notice is recommended, unless local law (or practice) provides otherwise.

At the hearing, the municipal officers should:

- 1) Allow all interested members of the public an opportunity to comment on the proposed ordinance;
- 2) End public discussion, close the hearing; and
- 3) Move and vote to adopt the ordinance either in its posted form or as amended in light of public discussion.

Filing of GA Ordinance and/or Appendices

Please remember that General Assistance law requires each municipality to send DHHS a copy of its ordinance once adopted. *(For a copy of the GA model ordinance, please call MMA's Publication Department, or visit their web site www.memun.org).* In addition, any changes or amendments, such as new Appendices, must also be submitted to DHHS. DHHS will accept the enclosed "adoption sheet" as proof that a municipality has adopted the current GA maximums.

We will forward to you, copies of the revised Statute and Policy that cover the changes once they have been published.

TOWN COUNCIL
Agenda Information Sheet

Meeting Date: September 22, 2015	NB #2
Agenda Item: Appointment to Conservation Committee	
Department Head:	
We are in receipt of an application for an appointment to the Conservation Commission from Patricia Durkin. The Conservation Chair has asked that she be appointed.	
Town Manager's Recommendation:	
Requested Action:	
Appoint Patricia Durkin to the Conservation Commission with a term to expire June 30, 2016.	
Vote	



TOWN OF SOUTH BERWICK
BOARD/COMMITTEE APPLICATION

Committee desired: Conservation

PERSONAL INFORMATION

Name: PAT DURKIN

Date: 9/8/2015

Address: 2A Brattle St
So Berwick ME 03908

email: plussultea@aol.com

Telephone: (home) _____ (work) _____

(cell) 752
207-~~875~~-7670

BUSINESS/EDUCATIONAL BACKGROUND

(You may attach a resume if you prefer, please be specific)

BA - U. of Maryland
Certificate in Natural History Field Studies
from Audubon Naturalist Society, Chevy Chase MD
Reporter & editor, Alexandria (Va) Gazette - 20 years

MUNICIPAL OFFICES HELD or PREVIOUS BOARD EXPERIENCE

(In South Berwick or elsewhere)

Board/Committee	Appointment Date	Term Expiration
_____	_____	_____
_____	_____	_____

PLEASE LIST TWO OR THREE NEW IDEAS YOU WOULD LIKE THIS COMMITTEE TO CONSIDER.

1. Preserve ^{town} meadows esp for pollinators & other insects
2. Hold an easement workshop for residents
3. Post a Conservation Committee member & transfer status to inform

PLEASE INDICATE ANY SPECIAL QUALIFICATIONS OR EXPERIENCE THAT YOU THINK MAY BE HELPFUL TO THIS COMMITTEE.

Worked on conservation issues in the Med-Atlantic since
retiring & working on, doing field studies, working on easement
applications.

COMMITMENT LEVEL

Are you available to commit to this committee for a minimum of three years?

Yes

Number of hours you are able to commit to this committee/board per week:

5-8 (more, if needed)

Patricia M. Durkin

Applicant's signature

*Inform
Council about
environmental
issues
concern.*

TOWN COUNCIL
Agenda Information Sheet

Meeting Date: September 22, 2015	NB #3
Agenda Item: Lease/Purchase of Public Works Vehicles	
Department Head Recommendation: Fern Houliares	
<p>Council approved the purchase of 4 Public Works Trucks from Daigle & Houghton (with setup by HP Fairfield) at the May 26, 2015 meeting. Total cost (less trade) is \$595,400.</p> <p>Lease financing proposals were obtained from Daimler Truck Financial and Tax Exempt Leasing Corp. The Daimler rate is 2.36% with additional fees for an Attorney Opinion Letter (approx \$2,000). Tax Exempt Leasing offered a rate of 2.47% with no additional fees. Annual payments, in arrears, are calculated over 5 years and are included in the CIP plan for Highway Equipment. Overall costs for both proposals are similar.</p> <p>It is recommended that we award the financing to Daimler in order to establish a new credit relationship.</p>	
Town Manager's Recommendation	
Requested Action	
<ol style="list-style-type: none"> 1. Award financing of Public Works trucks in the amount of \$595,400 to Daimler Truck Financial: 2.36%, 5 year annual payment in arrears 2. Authorize the Town Manager to sign the associated documents. 	
Vote	

TOWN COUNCIL

Agenda Information Sheet

Meeting Date: September 22, 2015	NB 4
Agenda Item: Police Cruiser Purchase	
Department Head: Dana Lajoie	
Per our capital plan for FY 16 I request the purchase of a new police cruiser. Quirk Auto Group –2015 Ford Police Interceptor – 4 dr Sedan \$24,884 Vehicle in Stock Not available for 12 weeks IRWIN FORD - 2016 Ford Police Interceptor – 4 dr Sedan \$24,714 Quirk Auto Group –2016 Ford Police Interceptor SUV - \$26,775	
Town Manager’s Recommendation:	
Purchase in stock AWD Police Cruiser from Quirk Auto Group for \$24,844. Last of two 2105 cruisers in stock in the region	
Requested Action: Motion to allow the Town Manager to sign Purchase Order # 1307 to Quirk Ford in the amount of \$24,884	
Vote	

TOWN COUNCIL

Agenda Information Sheet

Meeting Date: September 22, 2015	NB #5
Agenda Item: Permission to sell four buttresses from the old St. Michaels building	
Department Head Recommendation: Karen McCarthy Eger	
<p>The four buttresses were in storage up in the bell tower and were discovered during the renovation of the bell tower. Jon St. Pierre saved them and stored them in the basement of the library. Karen Eger located a buyer thinking that they would not find a use in any town building and serve no other purpose.</p> <p>Nor'East Architectural Antiques LLC said they would buy them in November 2014 for \$400 each after viewing some photos. They would arrange to pick them up. After this passage of time we would need to verify they are still interested.</p> <p>We were informed the Town Council needed to approve the sale of town property and this was the proper avenue to get permission to do so.</p>	
Town Manager's Recommendation	
Requested Action	
Vote	

TOWN COUNCIL
Agenda Information Sheet

Meeting Date: September 22, 2015	NB #6
Agenda Item: HDC Workshop	
Department Head: Town Manager	
Town Manager's Recommendation:	
Requested Action: Motion to set up workshop with the HDC at 6:30pm on September 29, 2015	
Vote	

TOWN COUNCIL

Agenda Information Sheet

Meeting Date: September 22, 2015	NB #7
Agenda Item: Appointment to York River Wildlife & Scenic Committee	
Department Head:	
Town Manager's Recommendation:	
Requested Action: Appoint Jean Demetracopoulos to the York River Wildlife & Scenic Committee	
Vote	