

**South Berwick
Town Council Meeting
March 22, 2016**

Vice Chairman Russell Abell called the meeting to order at 6:30pm. Councilors present included Russell H. Abell, John James, Laura Leber, and Thomas Chase. Town Manager Perry A. Ellsworth was also in attendance. Chairman John Kareckas was not present.

Approval of Minutes

1. Council 03-08-16: On a motion by Mr. James, seconded by Mrs. Leber, it was unanimously voted to adopt the minutes as written.

Treasurer's Warrant

1. On a motion by Mrs. Leber, seconded by Mr. Chase, it was unanimously voted to sign the warrant dated March 17, 2016 in the amount of \$142,283.52.

Reports & Correspondence

1. Police Station: Ken Weston, Spring St, gave an overview of the Shoetown Community Association's Police Station Alternate Site Evaluation Report.

Mr. Weston explained that after meeting with the Manager the group has narrowed its recommendations to three sites:

-Town Hall – Renovate top two floors for PD and build an addition to the building or renovate the third floor for the Town Offices.

-Willow Drive at the Youth Center or at the corner of Crooker Lane. The Town already owns a 3 acre lot where the Youth Center is located and would have to buy additional adjacent property.

-A shared facility on Route 4. This would allow for collaboration with Berwick or North Berwick and has the potential for the most cost savings.

The group identified a set of criteria and used it to evaluate each site. They also used the same criteria to evaluate the existing ball field/green space, not wanting the neighborhood concerns to be forgotten. He also commented that if issues arise with the proposed sites, it is hoped that we will work at problem solving not problem seeking.

He also commented that the group does not want to lose focus on Shoetown Playground.

Public Comment

None

Town Manager's Report

-Pike/Libby Scott has agreed to hold their paving price for two years.

-Met with the MDOT and school officials regarding the construction on Route 236/Vine Street intersection. Work is scheduled to begin on June 8th. The speed limit will be reduced to 35mph

-Arranging a meeting with the MDOT regarding the use of the Vine Street Bridge for bicycle traffic.

-Continue to look at options for dispatch services. Talks are ongoing with Kittery. Will also be talking with York.

-Will be out of the office on Thursday and Friday for the spring convention.

-There may be some funds available through the historic society to redo the facades in the downtown area.

New Business

1. On a motion by Mrs. Leber, seconded by Mr. James, it was unanimously voted to hold a public hearing on Tuesday, April 5, 2016 at 6:30pm to receive comments on the proposed budget for fiscal year 16/17.

2. The Council discussed the need for an assessment of the Town Hall facility. There are issues that need to be addressed whether the building is renovated for the police department or not.

On a motion by Mr. James, seconded by Mrs. Leber, it was unanimously voted to authorize the Town Manager to expend not more than \$3,400 from the dedicated police station account to have a building needs assessment done of the Town Hall.

Councilor Comments

Each Councilor in turn thanked the public for attending. They each thanked Mr. Weston for his presentation.

1. Mrs. Leber:

-Commented that the roads are clear and she is eager for spring.

2. Mr. Abell:

-Asked the Manager about the winter parking ban. Mr. Ellsworth stated that there is a lot of work to be done regarding parking lots and ordinances.

-Commented that he had attended the VFW spaghetti supper fund raiser. He added that it was a great event and one of their largest fund raisers.

Adjournment

On a motion by Mr. James, seconded by Mrs. Leber, it was unanimously voted to adjourn the meeting at 6:56pm.

Attest:

Barbara Bennett, CCM

**South Berwick Town Council
Public Hearing
Fiscal Year 16/17
April 5, 2016**

Council Chairman John Kareckas opened the hearing at 6:30pm. Councilors present included Russell Abell and John James. Town Manager Perry Ellsworth was also in attendance. Thomas Chase and Laura Leber were not present.

The purpose of the hearing was to receive public input on the proposed budget for fiscal year 2016/2017.

Mr. Kareckas explained that the budget process begins in Nov/Dec, continues with workshops through March and is presented to the public at the hearing.

Mr. Ellsworth explained that the budget as presented is \$6,768,730, an overall increase of 2.2% or \$146,237 over last year, but remains \$52,362 under the LD1 cap. Revenues are up on the municipal side by \$78,225. The homestead exemption is going up to \$15,000; but because of how the state reimburses the town, the increase will shift more of the overall burden to the tax payers. The proposed budget includes using \$500,000 of the undesignated fund. The Community Center bond was paid off so that \$70,000 will be set aside for the Police Station. The roads budget has been increased to \$700,000 to cover road maintenance and a new bond for roads that will allow us to upgrade and repair all the Town roads over the next 3-4 years. Most employees have been budgeted for a 2% increase.

Acct #4110 – Town Council: Up 5% (\$300). Increase in travel expense.

Acct #4115 – Town Manager: Up 6% (\$8203). Increased wages for both the Manager (3%) and Assistant (10%), increased training/travel expenses, and association dues.

Acct #4118 – Town Clerk: Up 5% (\$3603). Election expenses associated with the upcoming presidential election.

Acct #4120 – Control/Collection: Down 3% (\$6701). Two long term employees retiring. Hours have increased for Deputy Town Clerk and the finance assistant.

Acct #4125 – Computer: Up 7% (\$3000). Laptops for Council.

Acct #4130 – Administration: Up 2% (\$3675). Increases in telephone costs, copier use, online recreation web site hosting, multi-peril insurance and retiree recognition.

-Diane Bailey, Black Swan Dr, asked what the multi-peril insurance was. It was explained that this is the insurance the Town has to cover Town properties and vehicles.

Acct #4150 - Tax Assessment: Up 1% (\$801).

-Diane Bailey, Black Swan Dr, asked what the online commercial services valuation is. Mr. Ellsworth explained that it is a program to help assess the value of commercial properties.

Acct #4160 – Code Enforcement: Up 1% (\$351). The CEO is shared with Berwick. Part of his salary is included in the Planning Budget. Berwick pays a portion of the CEO costs (\$42,000).

Acct #4170 – Planning: Up 14% (\$4916). The professional services line has been increased by \$5,000 to account for the increased ordinance work that is planned for the year.

Acct #4172 – Historic District Commission: No change.

Acct #4175 – Zoning Board of Appeals: No change.

Acct #4180 – Town Hall: Down 2% (\$1355). Decrease is primarily due to hiring a full time custodian and changes in purchasing janitorial supplies.

Acct #4185 – Community Center: Down 8% (\$5599). Decrease is primarily due to in house janitorial services and reduced propane costs.

Acct #4190 – Employee Benefits: Up 12% (\$121,660). Due primarily to an increase in health insurance and worker's compensation costs.

Acct #4220 – Fire Department: Up 3% (\$5778). Increase due to part-time wages, telephone line, new computer, vehicle repairs and equipment purchases.

-Malcolm Kenney, Agamenticus Rd, asked if we are still using our own mechanic or are repairs being done by an outside vendor. Mr. Ellsworth stated that the Town has not had its own mechanic for almost two years. All but the minor work is being done by Mick or Dover Motor Mart.

Acct #4227 – Emergency Management Services: Up 2% (\$100). Wage increase.

Acct #4228 - Emergency/Rescue Services: No change.

Acct #4229 – Water Assessment/Fire Protection: No change.

Acct #4230 Police Department: Up 1% (7130). Wage increases for the Chief and Lieutenant are 2%. A 2.5% increase for Patrolman is included, but is subject to contract negotiations. Telephone costs are up. Gasoline costs are down.

Acct #4231 – Animal Control: Up 7% (\$560). Wages.

Acct #4240 – Dispatch Center: Up 3% (\$8568). Wage increase of 2.5% for dispatchers.

-Malcolm Kenney, Agamenticus Rd, asked what other communities we dispatch for. Mr. Ellsworth explained that currently we only have Berwick.

-Cliff Cleary, Spillane's Hill Rd, asked about the status of PSAP's (Public Service Answering Points, 911). We are included in the York PSAP. We pay about \$15,000-16,000 annually. Berwick also pays about the same.

Acct #4250 – Street Lights: Up 2% (\$1000). Increase due to electric rates.

Acct #4310 – Highway Department: Up 1% (\$6415). The increase is due primarily to wages. Tree removal costs. It is expected that fuel costs will go down.

-Audrey Fortier, Rodier Rd, asked if we use an outside service for tree removal. It was explained that for any large trees or when power lines are involved an outside tree service is hired.

-Audrey Fortier & Kyle Holton, Belle Marsh Rd, asked about the work on Belle Marsh Rd.

Acct #4315 – Public Facilities: Down 2% (\$1000). We no longer pay Berwick Academy \$1000 per year for public use of the tennis courts.

Acct #4325 – Town Garage: Down 7% (\$1370). Decrease due to the drop in propane heating cost.

Acct #4330 – Transfer Station: Up 1% (\$2416).

-Malcolm Kenney and Audrey Fortier both asked about the tonnage cost and where it goes. The 'blue bag' trash makes up the bulk of our tonnage. It was explained that our trash is currently hauled to a regional transfer station in Portland.

Acct #4335 – Solid Waste Transportation: Up 2% (\$1575). Increase due to needed truck maintenance.

Acct #4410 - Recreation Department: Up 5% (\$3578). The increase is due primarily to wages.

Acct #4450 – Conservation Commission: No change.

-Diane Bailey asked what an open space plan was. Mr. Kareckas explained that there is no plan in place as of yet; hence no funding as requested by the Commission. An open space plan would designate properties that may be appropriate to preserve as they are, such as the Town Forest.

Acct #4470 – Library: Up 7% (\$8702). Primarily due to adding 4 hours per week to the library aide position and equipment fees for the Maine Infonet System.

Acct #4510 – Social Services: Down 7% (\$4739). Decrease primarily due to a \$5000 decrease in assistance grants.

Acct #4530 - Social/Civic Contributions: Up 8% (\$825).

Acct #4728-4734 – Capital Improvements Debt: Community Center Debt: Down 100% (\$70603).
The bond is paid in full. Young Street Debt: Up 16% (\$6792).

Acct #4850 – Contingency Funding: No change. This account covers the funding for payroll buyouts when someone leaves the Town.

Acct #4855 – Capital Improvements: Up 4% (\$40900).

-Diane Bailey asked when the project on Route 236 will begin. The work is scheduled to begin after school is done and to finish before school starts in the fall.

-Audrey Fortier complimented the Council and Manager on providing a clear and easy to understand budget.

Mr. Kareckas thanked Fern Houliares, the retiring accountant, for her service and diligence over the years, making the budget process easier for the Council.

Mr. Ellsworth also thanked Mrs. Houliares and the department heads for their efforts in putting together the budget.

The hearing was closed at 8:00pm.

Attest:

Barbara Bennett, CCM
Town Clerk

TOWN OF SO. BERWICK
CHECK REGISTER

Check Number	-----Account-----	Date Paid	Amount
00038478	070200 P GAGNON & SON INC	04/12/2016	-1,621.92
00038595	132500 SECRETARY OF STATE M/V	04/05/2016	17,913.03
00038596	209999 TAX REFUNDS	04/05/2016	2,241.02
00038597	209999 TAX REFUNDS	04/12/2016	2,239.88
00038598	132500 SECRETARY OF STATE M/V	04/12/2016	23,145.82
00038599	189999 REFUNDS	04/12/2016	112.50
00038600	010285 ADMIRAL FIRE & SAFETY INC	04/12/2016	144.50
00038601	010336 AGGREGATE RECYCLING CORP	04/12/2016	1,573.14
00038602	010370 AIRGAS USA, LLC	04/12/2016	28.47
00038603	010585 AMAZON	04/12/2016	99.57
00038604	011150 ANDY'S AUTO DETAILING	04/12/2016	321.50
00038605	011250 TREASURER, STATE OF MAINE	04/12/2016	209.00
00038606	011422 KERA ASHLINE	04/12/2016	131.39
00038607	011495 ATLANTIC RECYCLING EQUIP LLC	04/12/2016	937.74
00038608	020225 BAKER & TAYLOR	04/12/2016	652.73
00038609	021375 H T BERRY COMPANY INC	04/12/2016	202.94
00038610	022850 BUSINESS EQUIPMENT UNLIMITED	04/12/2016	118.00
00038611	021770 BNY MELLON	04/12/2016	20,687.50
00038612	022242 BOUND TREE MEDICAL	04/12/2016	124.68
00038613	030510 CENTRAL MAINE POWER	04/12/2016	5,611.74
00038614	030725 CITIZENS BANK (CHG)	04/12/2016	1,084.98
00038615	031350 COLLINS SHEET METAL INC.	04/12/2016	35.00
00038616	031425 COLONIAL LIFE & ACCIDENT INS.	04/12/2016	1,423.90
00038617	031579 CONSTELLATION NEW ENERGY	04/12/2016	1,866.16
00038618	040140 DEB & DUKE MONOGRAMMERS	04/12/2016	43.96
00038619	040300 DEMCO	04/12/2016	82.86
00038620	040520 DIGITAL INK PRINTING	04/12/2016	38.93
00038621	032710 D J 'S MUNICIPAL SUPPLY	04/12/2016	845.92
00038622	141000 FAIRPOINT COMMUNICATIONS	04/12/2016	1,144.99
00038624	060240 FARWELL'S AUTO SERVICE	04/12/2016	262.92
00038625	070200 P GAGNON & SON INC	04/12/2016	4,321.60
00038626	070210 GALLS LLC	04/12/2016	533.56
00038627	071050 GREAT FALLS CLEANERS	04/12/2016	365.50
00038628	191330 HANNAFORD'S	04/12/2016	782.17
00038629	080248 HANSCOM'S TRUCK STOP INC	04/12/2016	1,288.92
00038630	081305 HARRISON SHRADER ENTERPRISES	04/12/2016	4,836.00
00038631	080450 HARVARD PILGRIM HEALTH CARE	04/12/2016	35,072.05
00038632	080501 BRUCE HASTY'S PLUMB/HEATNG	04/12/2016	2,329.27
00038633	080998 HOME DEPOT	04/12/2016	154.12
00038634	081394 HUSSEY EXCAVATION INC	04/12/2016	150.00
00038635	090120 INLAND FISHERIES & WILDLIFE	04/12/2016	2,800.39
00038636	090138 INVOICE CLOUD	04/12/2016	100.00
00038637	100150 JANETOS MARKET	04/12/2016	201.77
00038638	100170 JDR CONSULTING	04/12/2016	280.00
00038639	100475 JORDAN EQUIPMENT CO	04/12/2016	207.00
00038640	120320 LASSEL ARCHITECTS PA	04/12/2016	8,450.00
00038641	132236 MAINE INFONET COLLABORATIVE	04/12/2016	650.00
00038642	132400 MAINE SAD #35	04/12/2016	620,919.75
00038643	133358 W.B.MASON	04/12/2016	375.69
00038644	133383 MBI DISTRIBUTORS	04/12/2016	62.00
00038645	133428 MECHANICAL SERVICES INC	04/12/2016	854.87
00038646	133795 MICK BODYWORKS INC	04/12/2016	334.29
00038647	134200 MAINE MUNICIPAL ASSO (INS)	04/12/2016	41,397.60
00038648	134900 MORTON SALT	04/12/2016	5,813.60
00038649	135220 MUNICIPAL TOY CO INC.	04/12/2016	537.00
00038650	141077 THE NEW YORKER	04/12/2016	99.99

Check Number	-----Account-----	Date Paid	Amount
00038651	141410 NORTHERN SAFETY & INDUSTRIAL	04/12/2016	95.71
00038652	150025 OAKWOODS LUMBER INC	04/12/2016	552.00
00038653	150175 OFFICE OF INFORMATION TECH A/P	04/12/2016	120.00
00038654	150930 M H PARSONS & SONS LUMBER CO	04/12/2016	1,250.00
00038655	200700 PIKE INDUSTRIES INC	04/12/2016	1,200.39
00038656	160320 PINE TREE WASTE INC	04/12/2016	1,977.89
00038657	160400 PITNEY BOWES	04/12/2016	183.00
00038658	170000 QUILL CORPORATION	04/12/2016	159.14
00038659	180205 REC 1	04/12/2016	100.00
00038660	180400 RED'S SHOE BARN INC	04/12/2016	112.49
00038661	180437 RENAUD INDUSTRIES LLC	04/12/2016	2,930.26
00038662	190680 SEACOAST REDICARE	04/12/2016	61.00
00038663	132500 SECRETARY OF STATE M/V	04/12/2016	23,923.80
00038664	191323 SHOEM CORP.	04/12/2016	2,825.00
00038665	191533 CRAIG SKELTON	04/12/2016	71.28
00038666	191760 JANE CAIRNS SMITH	04/12/2016	39.71
00038667	192400 SO BERWICK PETTY CASH ACCOUNT	04/12/2016	27.39
00038668	192900 SO BERWICK WATER DISTRICT	04/12/2016	78,503.29
00038669	193619 SPRING HILL	04/12/2016	192.00
00038670	193622 SPRINGER ELECTRICAL SERV INC	04/12/2016	104.00
00038671	193640 STAPLES	04/12/2016	200.97
00038672	200100 TARASON ENTERPRISES INC	04/12/2016	931.20
00038673	201130 TOWN HALL STREAMS	04/12/2016	750.00
00038674	133125 TREAS, MAINE/ODRVS	04/12/2016	151.20
00038675	133105 TREASURER OF STATE/C.WPNS	04/12/2016	150.00
00038676	201300 TWO-WAY COMMUNICATION SERV INC	04/12/2016	1,364.97
00038677	210595 URBAN TREE SERVICE	04/12/2016	300.00
00038678	193670 US BANK CORPORATE TRUST	04/12/2016	17,570.51
00038679	211500 VERIZON WIRELESS	04/12/2016	755.12
00038680	230300 WALMART COMMUNITY BRC	04/12/2016	62.07
00038681	230515 WATCH GUARD VIDEO	04/12/2016	92.00
00038682	230800 WEX BANK	04/12/2016	1,349.13
00038683	240425 YORK AMBULANCE ASSN INC	04/12/2016	6,832.17
00038684	240480 YORK COUNTY CHIEFS ASSN	04/12/2016	75.00
00038685	241000 YORK COUNTY TOWN/CITY CLERKS	04/12/2016	12.00
00038686	240900 YORK COUNTY REGISTRY OF DEEDS	04/12/2016	19.00
Total Not Prepaid			915,633.35
Total Prepaid			44,030.33
Grand Total			959,663.68

Check Number	-----Account-----	Date Paid	Amount
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WARRANT NUMBER	\$ 959,663.68	DATE	04/07/2016
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* * * TREASURER'S WARRANT * * *

THIS IS TO CERTIFY THAT THERE IS DUE AND CHARGEABLE TO THE APPROPRIATIONS LISTED ABOVE THE SUM SET AGAINST EACH NAME AND YOU ARE DIRECTED TO PAY UNTO THE PARTIES NAMED IN THIS SCHEDULE.

TOWN COUNCIL:

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TOWN COUNCIL

Agenda Information Sheet

Meeting Date: April 12, 2016	Reports & Presentations
Agenda Item: Presentation	
Department Head: Town Manager	
The Town Manager will recognize Great Works School students for a community project that they worked on	
Town Manager's Recommendation:	
Requested Action:	
Vote	

TOWN COUNCIL
Agenda Information Sheet

Meeting Date: April 12, 2016	NB #1
Agenda Item: Appt to Conservation Commission Application from Vanessa Levin attached. If appointed the term would expire June 30, 2017.	
Department Head:	
Town Manager's Recommendation:	
Requested Action: Council wishes	
Vote	



TOWN OF SOUTH BERWICK
BOARD/COMMITTEE APPLICATION

RECEIVED
2/12/16
Town Manager's Office

Committee desired: Conservation Commission

PERSONAL INFORMATION

Name: VANESSA LEVIN Date: 2/12/16
Address: 2 RAILROAD AVE #309 email: breath-bendayshoo.com
S. Berwick, ME 03908
Telephone: (home) _____ (work) 603-740-1300 (cell) 603-674-5200

BUSINESS/EDUCATIONAL BACKGROUND

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

MA - Counseling Psychology BS Anthropology + Film
4 years greenhouse + gardening work @ Garden of Eves in
Greenland, NH
Natural Resource Stewardship Certificate 2015 UNH Coop
Volunteer with Seacoast Eats Local + Great Lakes Regional Land Trust

MUNICIPAL OFFICES HELD or PREVIOUS BOARD EXPERIENCE

(In South Berwick or elsewhere) None

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

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

- ① Organic waste → compost @ transfer station
- ② better media for town woods, keeping green space for humans + wildlife
- ③ education for permaculture
- ④ Vaughn woods receptacles for animal waste

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

Very motivated - have owned + operated my own business
for 15 yrs (Red Tent Intuitive) Passion for the Environment,
my love for the beauty of South Berwick's nature

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:

3

VANESSA L

Applicant's signature

TOWN COUNCIL
Agenda Information Sheet

Meeting Date: April 12, 2016	NB #2
Agenda Item: Storm Water Ordinance	
Department Head: Town Manager	
We need to update our Chapter 96 - Non-Storm Water Discharge Ordinance	
Town Manager's Recommendation:	
This is the first one of several changes that may need to take place with our Storm water plan. We have until next September to make the final changes. I suggest we wait to do a public hearing once we have assembled all the changes	
Requested Action:	
Vote	

Synopsis of Non-Stormwater Discharge-Related Amendments Proposed for Chapter 96 Non-Stormwater Discharge Draft – March 22, 2016

The amendments as proposed for Chapter 96 (Non-Stormwater Discharge) were requested by the Department of Environmental Protection following their November 9, 2015 audit of the Town's MS4 (Municipal Separate Stormwater Sewer System) program. South Berwick's audit was done as part of a state-wide audit effort that continues in 2016.

- Adding the phrase “*as long it does not cause or contribute to a violation of the State’s water quality standards*” to subsection B. clarifies that upholding water standards is required.
- Adding “*and dechlorinated swimming pool discharges*” as another permissible discharge if no water quality standards are violated. This was inadvertently omitted from the model ordinance which South Berwick and many other towns used when they first implemented their local versions years ago.

According to Kristie Rabasca, the Town's MS4 consultant, “*the change allows the Town a little more latitude in enforcing the ordinance. But with that latitude comes the responsibility to make determinations about what might cause an exceedance and what might not. For example – landscape irrigation that clearly has an excess of fertilizer or pesticide could need an enforcement action. The Town will mostly take their cues from the DEP on what might or might not cause an exceedance.*”

Proposed Amendments to Chapter 96 Non-Stormwater Discharge

DRAFT – March 22, 2016

Note: The symbol of “ * * *” indicates that there is text that will remain unchanged, which has been left out of this document for the purpose of brevity. Underlines indicate proposed language to add, and ~~strikeouts~~ indicate proposed removals of language.*

Section 96-5 Prohibition of non-stormwater discharges

* * * * *

B. Allowed non-stormwater discharges. The creation, initiation, origination and maintenance of the following non-stormwater discharges to the storm drainage system is allowed as long it does not cause or contribute to a violation of the State’s water quality standards:

- (1) Landscape irrigation; diverted stream flows; rising groundwaters; uncontaminated groundwater infiltration [as defined at 40 CFR 35.2005(20)]; uncontaminated pumped ground water; uncontaminated flows from foundation drains; air conditioning and compressor condensate; irrigation water; flows from uncontaminated springs; uncontaminated water from crawl space pumps; uncontaminated flows from footing drains; lawn watering runoff; flows from riparian habitats and wetlands; residual street wash water (where spills/leaks of toxic or hazardous materials have not occurred, unless all spilled material has been removed and detergents are not used); hydrant flushing and fire-fighting activity runoff; water line flushing and discharges from potable water sources; ~~and~~ individual residential car washing; and dechlorinated swimming pool discharges;
- (2) Discharges specified in writing by the enforcement authority as being necessary to protect public health and safety; and
- (3) Dye testing, with verbal notification to the enforcement authority prior to the time of the test.

TOWN OF SOUTH BERWICK
WARRANT
2016/2017

State of Maine

County of York, ss.

TO: Joseph Rousselle, a Resident of South Berwick in the County of York, State of Maine.

GREETINGS:

In the name of the Town of South Berwick, you are required to notify the inhabitants of said Town, qualified to vote in Town affairs, to assemble in the R.P.Gagnon Assembly Hall at the Town Hall on Main Street in said Town on Tuesday, the 17th of May 2016, at 6:00 o'clock in the evening, then and there to act on the following articles:

ARTICLE 1. To elect a moderator to preside at said meeting. Election to take place at 6:30 p.m. Business session will be held immediately following.

ARTICLE 2. To see if the Town will authorize the Town Council to dispose of tax acquired property in any manner in which the Town Council deems to be in the best interests of the Town.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 3. To see if the Town will vote to authorize the Tax Collector to charge and collect interest at a rate of seven (7) percent per annum on all unpaid taxes not paid by the due dates, with one-half of the taxes due on September 30, 2016 and one-half due on March 31, 2017.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 4. To see if the Town will vote to authorize the Tax Collector to accept prepayment of taxes not yet due or assessed. Any excess paid in over the amount finally assessed shall be repaid at zero (0) percent interest.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 5. To see if the Town will vote to authorize the Tax Collector to continue an eight (8) month payment plan known as the "Tax Club", with interest waived for all members of the Club making regular payments in accordance with the rules and regulations governing said Club.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 6. To see if the Town will vote to set the rate of interest paid on overpayment of taxes due to abatement at three (3) percent per annum as per MRSA36/506A.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 7. To see if the Town will vote to appropriate from Undesignated Fund the payment of property tax abatements (and applicable interest) granted during this fiscal year.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 8. To see if the Town will vote to authorize the deposit of all proceeds from the Parking Lease Agreement between the Town and Avesta Young Street LP dated December 12, 2014 and December 22, 2015 into a non-lapsing designated reserve account and to appropriate and expend those funds to pay any costs associated with the repair and maintenance of said parking lot.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 9. To see if the Town will vote to raise and appropriate the following amounts for Police Services:

Police Department	\$ 816,468
Animal Control	9,144
Dispatch Center	345,204
Total	\$1,170,816

TOWN COUNCIL RECOMMENDS:
Raise and appropriate from general taxation
and other revenue sources \$1,170,816

ARTICLE 10. To see if the Town will vote to raise and appropriate the following amounts for Emergency Services:

Fire Department	\$ 196,554
Emergency Management Services	6,144
Water Assessment/Fire Protection	299,735
Total	\$ 502,433

TOWN COUNCIL RECOMMENDS:
Raise and appropriate from general taxation
and other revenue sources \$ 502,433

ARTICLE 11. To see if the Town will vote to raise and appropriate the following amounts for Public Works:

Town Hall	\$ 72,201
Community Center	68,379
Highway	761,181
Public Facilities	43,075
Town Garage	18,195
Transfer Station	294,325
Solid Waste Transportation	91,285
Total	\$ 1,348,641

TOWN COUNCIL RECOMMENDS:
Raise and appropriate from general taxation
and other revenue sources \$ 1,348,641

ARTICLE 12. To see if the Town will vote to appropriate from Undesignated Fund Balance and Department of Transportation Highway Block Grant funds and raise and appropriate from general taxation and other revenue sources the following amounts for Capital Improvements – Roads:

Roads	\$ 700,000
Total	\$ 700,000

TOWN COUNCIL RECOMMENDS:

Appropriate from DOT Highway Block Grant and	\$ 64,440
Appropriate from Undesignated Fund Balance and	\$ 476,000
Raise and appropriate from general taxation and other revenue sources	\$ 159,560

ARTICLE 13. To see if the Town will vote to (1) approve a capital project consisting of road reconstruction, renovation and paving, including engineering, design and any other reasonably related costs thereto, (2) appropriate a sum not to exceed \$4,000,000 to provide for the costs of the project and (3) authorize the Treasurer and Chairperson of the Town Council to issue general obligation securities of the Town of South Berwick (including temporary notes in anticipation of the sale thereof) in an aggregate principal amount not to exceed \$4,000,000 for a term not to exceed 10 years, with an interest rate not to exceed 3%, and delegate to the Treasurer and the Chairperson of the Town Council the discretion to fix the dates(s), place(s) of payment, form and other details of said securities on behalf of the Town of South Berwick and to provide for the sale thereof.

FINANCIAL STATEMENT
TOWN OF SOUTH BERWICK

1.	<u>Total Town Indebtedness</u>	
	A. Bonds outstanding as of June 30, 2015	\$ 2,165,527
	B. Bonds authorized and unissued	\$ 0
	C. Bonds to be issued if this vote is approved	\$ 4,000,000
	Total	\$ 6,165,527
2.	<u>Costs</u>	
	At an estimated maximum interest rate of 3%, with a term not to exceed 10 years, the estimated costs of this bond issue will be:	
	Principal:	\$ 4,000,000
	Interest:	\$ 660,000
	Total Debt Service:	\$ 4,660,000

3. Validity
The validity of the bond and of the voters' ratification of the bond may not be affected by any errors in the above estimates. If the actual amount of the total debt service of the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

Perry A Ellsworth, Treasurer

TOWN COUNCIL RECOMMENDS: Approval

ARTICLE 14. To see if the Town will vote to raise and appropriate the following amounts for General Government:

Town Council	\$ 6,350
Town Manager	156,506
Control/Collection	205,478
Computer	43,100
Administration	153,295
Tax Assessment	102,570
Employee Benefits	1,146,260
Street Lights	50,000
Compensated Absence Reserve	30,000
Total	\$ 1,893,559

TOWN COUNCIL RECOMMENDS:

Raise and appropriate from general taxation and other revenue sources	\$ 1,893,559
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ARTICLE 15. To see if the Town will vote to appropriate from AVESTA Land Sale (Bond Offset) and raise and appropriate from general taxation and other revenue sources the following amounts for Debt Service:

Young Street Debt	\$ 49,319
2010 CIP Debt	54,044
Library Construction Debt	140,000
Total	\$ 243,363

TOWN COUNCIL RECOMMENDS:

Appropriate from AVESTA Land Sale (Bond Offset)	\$ 34,220
and	
Raise and appropriate from general taxation and other revenue sources	\$ 209,143

ARTICLE 16. To see if the Town will vote to raise and appropriate the following amount for the Records Department:

Town Clerk	\$ 70,700
Total	\$ 70,700

TOWN COUNCIL RECOMMENDS:

Raise and appropriate from general taxation and other revenue sources	\$ 70,700
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ARTICLE 17. To see if the Town will vote to raise and appropriate the following amounts for Code Enforcement and Health Departments:

Code Enforcement	\$ 54,196
Planning	41,276
Historic District Commission	250
Zoning Board of Appeals	160
Total	\$ 95,882

TOWN COUNCIL RECOMMENDS:

Raise and appropriate from general taxation and other revenue sources	\$ 95,882
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ARTICLE 18. To see if the Town will vote to raise and appropriate the following amounts for Public Welfare:

Social Services	\$ 59,232
Social/Civic Contributions	11,150
Emergency/Rescue Services	81,986
Total	\$ 152,368

TOWN COUNCIL RECOMMENDS:

Raise and appropriate from general taxation and other revenue sources	\$ 152,368
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ARTICLE 19. To see if the Town will vote to raise and appropriate the following amounts for Recreation/Parks and Conservation:

Recreation	\$ 81,037
Conservation Commission	4,845
Total	\$ 85,882

TOWN COUNCIL RECOMMENDS:

Raise and appropriate from general taxation and other revenue sources	\$ 85,882
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ARTICLE 20. To see if the Town will vote to raise and appropriate the following amount for the Library:

Library	\$ 136,086
Total	\$ 136,086

TOWN COUNCIL RECOMMENDS:

Raise and appropriate from general taxation and other revenue sources	\$ 136,086
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ARTICLE 21. To see if the Town will vote to raise and appropriate the following amounts for Capital Improvements – Reserves:

Highway Equipment	\$ 100,000
Office Equipment	15,000
Fire Equipment	70,000
Police Equipment	45,000
Transfer Station	10,000
Town Buildings Reserve	15,000
Police Station Reserve	90,000
Total	\$ 345,000

TOWN COUNCIL RECOMMENDS:

Raise and appropriate from general taxation and other revenue sources	\$ 345,000
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ARTICLE 22. To see if the Town will vote to appropriate from Undesignated Fund Balance the following amount for Capital Improvements – Special Projects: Vine Street/Route 236:

Special Projects: Vine Street/Route 236	\$ 24,000
Total	\$ 24,000

TOWN COUNCIL RECOMMENDS:
Appropriate from Undesignated Fund Balance \$ 24,000

ARTICLE 23. To see if the Town will vote to apply the following amounts from Excise Taxes, Non-Tax General Fund Revenues, Revenue Sharing, BETE Reimbursement and Homestead Exemption Reimbursement to use toward the 2015/2016 Budget Appropriations, thereby decreasing the amount to be raised by taxation.

TOWN COUNCIL RECOMMENDS THE FOLLOWING APPLICATIONS:

Excise Taxes	\$ 1,204,600
Non-Tax General Fund Revenues	767,620
State Revenue Sharing	383,250
State Revenue Sharing Residual	22,955
Homestead Exemption Reimbursement	225,000
BETE Reimbursement	14,000
Total	\$ 2,617,425

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 24. To see if the Town will vote to increase the property tax levy limit of \$ 3,605,007 established for the Town of South Berwick by State law in the event that the municipal budget approved under the preceding articles will result in a tax commitment that is greater than that property tax levy limit.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 25. To see if the Town will vote to adjourn the Town Meeting.

Given under our hands in the Town of South Berwick, this 12th day of April 2016 A.D.

John C Kareckas

Russell H Abell

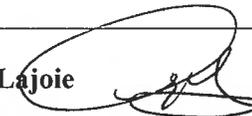
John J James

Laura S Leber

Thomas A Chase

TOWN COUNCIL

Agenda Information Sheet

Meeting Date: April 12, 2016	Item # 4
Agenda Item: Speed Enforcement Grant	
Department Head Recommendation: Chief Dana P. Lajoie  33114	
<p>South Berwick Police Dept. presently applied for a Speed Enforcement Grant through the Bureau of Highway Safety. This mini-grant is to augment the patrol budget for speed enforcement outside normal patrol hours.</p> <p>The Grant is similar to the OUI Grant and will cost nothing to accept. The match shown is as "In Kind" and will cost nothing for the town to administer. Total Grant: \$1,987.50; In Kind: \$397.50 equates to 28 hours of additional speed enforcement.</p>	
Town Manager's Recommendation	
Requested Action	
Approval	
Vote	

Dana Lajoie

From: Roberts, Angela [Angela.Roberts@maine.gov]
Sent: Thursday, March 31, 2016 11:19 AM
To: Dana Lajoie; Jeff Upton
Subject: 2016 Data Driven Speed Enforcement Award Package
Attachments: 2016 Progress Report.doc; 2016 Speed Enforcement Detail Report.doc; 2016 Speed Financial Sheet.doc; Documents Needed to Process a Reimbursement.docx; south berwick pd speed grant.pdf

Good Afternoon,

The department has been approved for the 2016 Speed Grant. The agency may start enforcement starting April 15th, 2016.

Attached you will find the PDF award package and other documents needed for a cash request submission. Please print off two copies of the "Subgrant Contract" and mail the originals to BHS. If your agency schedules a check point specifically please notify BHS of the date/time/location.

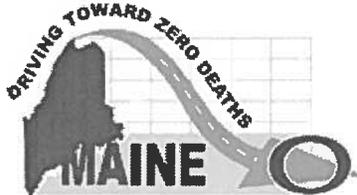
If you have any questions please contact BHS at 626-3840.

Jessica

Jessica Voisine, Highway Safety Coordinator/Fatal Accident Reporting System Analyst
Maine Department of Public Safety
Bureau of Highway Safety
Jessica.l.voisine@maine.gov
Tel: 207-626-3845
Fax: 207-287-3042
www.maine.gov/dps/bhs



Help us spread the highway safety message:
become our fan on Facebook at www.facebook.com/MaineBureauOfHighwaySafety



FEB 29 2016



**SUBGRANT APPLICATION
FOR
HIGHWAY SAFETY
FEDERAL NHTSA FUNDS**

Lauren V. Stewart, Director
Maine Bureau of Highway Safety
45 Commerce Drive, Suite 1
164 State House Station
Augusta, ME 04333
Phone: 207-626-3840
Fax: 207-287-3042
www.maine.gov/dps/bhs

1. Grant Title	2016 Data-Driven Speed Enforcement
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2. Applicant Information	Applicant Agency	Address To Mail Checks
Name	Chief Dana Lajoie	Chief Dana Lajoie
Address Line 1	South Berwick Police Dept	South Berwick Police Dept
Address Line 2	180 Main Street	180 Main Street
City and Zip Code	South Berwick 03908	South Berwick 03908
Federal Employer Number	01-6000372A	
DUNS Number	140443263	
State of ME Vendor Code	VC1000084995	

3. Contact Information	Individual Who Has Legal Authority to Sign this Sub-Grant Application
Name	Dana Lajoie
Title	Chief of Police
Address Line 1	South Berwick Police Department
Address Line 2	180 Main Street
City and Zip Code	South Berwick 03908
Direct Telephone Number	207-384-2254
Fax Number	207-384-3305
E-Mail Address	dlajoie@sbmaine.us

4. Contact Information	Project Director	Financial Officer
Name	Jeff Upton	Fern Houliares
Title	Patrol Officer	Accountant
Address Line 1	South Berwick Police Dept	Town of South Berwick
Address Line 2	180 Main Street	180 Main Street
City and Zip Code	South Berwick 03908	South Berwick 03908
Direct Telephone Number	207-384-2254	207-384-3007
Fax Number	207-384-3305	207-384-3305
E-Mail Address	jupton@sbmaine.us	fhouliares@sbmaine.us
*Other Contact/s Involved:		

5. Project Period	April 15, 2016 to September 15, 2016
6. Population of Your Area*	
7. Congressional District Served	<input checked="" type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> Both

8. Project Description Summary: Grant funds will reduce speed related crashes, fatalities and serious injuries in areas of the State based on crash and fatal data analysis.

MAR 03 2016

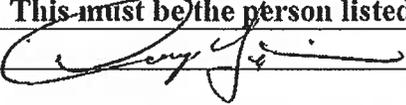
9. Budget Summary (Use Totals from Budget Worksheet, p. 11)

	Federal	Match	Total
Personal Services	\$1,590	MeBHS USE ONLY	\$1,590
Other	\$		
Totals	\$1,590 ✓	\$ 397.50	\$1,590 \$ 1987.50

10. Any agency (i.e. police department, school, hospital, county) receiving a grant must have a written seat belt policy. Does your agency have a seat belt use policy? Yes No

11. Any agency (i.e. police department, school, hospital, county) receiving a grant must meet the requirements of the Department of Public Safety's civil rights discrimination policies; see Page 5 of application for policy requirements. Does your agency meet the Dept. of Public Safety civil rights discrimination policies' requirements? Yes No

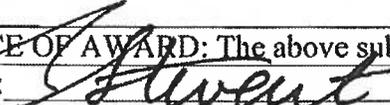
12. I, the undersigned, for and on behalf of the named applicant agency, do herewith apply for this sub-grant and agree to all conditions, terms and certifications and certify our compliance with requirements outlined elsewhere in this application. This must be the person listed in Section 3 on Page 1.

★ Legal Authority Signature:  Date: 2/29/16

DO NOT WRITE BELOW THIS LINE - FOR OFFICE USE ONLY

STD. AREA: 402/315	PSP #: 2016-16PT	TASK: 7
SUB-GRANT #: PT16-031	COORDINATOR: Carey	BHS TYPE:

IS THIS A <input checked="" type="checkbox"/> NEW <input type="checkbox"/> REVISED <input type="checkbox"/> CONTINUATION		PRIOR SUB-GRANT #:	
UNIT OF GOVERNMENT: Local		SUB-GRANT TYPE: H/S	
IF UNIT OF GOVERNMENT, WHAT DEPT? Public Safety			
FUND s. 402	FY 2016	P/T % = 100%	PROGRAM = PT16 ^{3/16}
TOTAL FEDERAL AWARD 1590.00			
FAIN : 18X9204020ME15		CFDA : 20.600	NHTSA
FAIN : 18X		CFDA :	NHTSA
FEDERAL AWARD DATE : 8/28/2014			

NOTICE OF AWARD: The above sub-grant was approved by the Bureau of Highway Safety on: 3/21/16
 Signed: 
 Lauren V. Stewart, Director

NOTICE OF DENIAL: The above sub-grant was denied by the Bureau of Highway Safety on:
 Signed: _____
 Lauren V. Stewart, Director

TOWN COUNCIL

Agenda Information Sheet

Meeting Date: April 12, 2016	NB #5
Agenda Item: Town Manager's Performance Evaluation	
Department Head: Town Council	
Town Council will share the results of the recent Town Manager's performance evaluation	
Town Manager's Recommendation:	
Requested Action:	
Vote	