

**South Berwick
Town Council Meeting
October 11, 2022**

Vice-Chair John C. Kareckas called the meeting to order at 6:33pm. Councilors present included Jeff Minihan, and Jessica Cyr. Town Manager Tim Pellerin and Assistant Town Manager Jennifer Janelle were also in attendance. Mallory Cook and John James were not present.

Approval of Minutes

1. Town Council 09-27-22: On a motion by Jeff Minihan, seconded by Jessica Cyr, it was unanimously voted to adopt the minutes as written.
2. Board of Assessors 09-27-22: On a motion by Jessica Cyr, seconded by Jeff Minihan, it was unanimously voted to adopt the minutes as written.

Treasurer's Warrant

1. On a motion by Jeff Minihan, seconded by Jessica Cyr, it was unanimously voted to sign the warrant dated October 6, 2022, in the amount of \$ 1,148,184.60.

Reports & Presentations

Public Comment

1. Clifford Cleary of Spillane's Hill requested the town to revise signage and flags for display, especially the woodpecker flags. Tyanne Vasapoli of Home for the Holidays shared that her committee is looking into revamping flags for the holiday season Tim Pellerin commented this is on the town's agenda as well.
2. Audrey Fortier of Rodier Road Thanked Vice-Chair Kareckas for all his time and dedication served to the town and council.
3. Pat Robinson of Brattle Street would like to extend an invite to SoBo Centrals upcoming event "Keep South Berwick Warm" being held at Spring Hill November 2nd from 5-7 Come enjoy homemade soups bread and cookies to raise funds to aid those needing help with fuel costs. Donations and volunteers are welcome. Sign up at www.sobocentral.org.

Unfinished Business

1. No action taken. Continued to next council meeting dated October 25, 2022.

New Business

1. On a motion by Jessica Cyr, seconded by Jeff Minihan, it was unanimously voted to adopt the annual amendments to the General Assistance ordinance as provided by Maine Municipal Association for the period of October 1, 2022, through September 30, 2023.
2. On a motion by Jessica Cyr, seconded by Jeff Minihan, it was unanimously voted to hold a public hearing on Tuesday, October 25, 2022, at 6:30pm to receive comment on the November 8th referendum questions.
3. On a motion by Jeff Minihan, seconded by Jessica Cyr, it was unanimously voted to close the roads needed for the Halloween Parade.
4. No action taken.
5. The Council discussed the request for a Home for the Holidays Tree on the Town Hall front lawn.

On a motion by Jeff Minihan, seconded by Jessica Cyr, it was unanimously voted to allow use of the town lawn and electricity for the holiday tree.

6. Town Council suggests residents bring their traffic complaints to the meeting with Sebago Technics being held on October 18, 2022, at 6:30pm Town Hall 3rd floor.

Town Manager's Report

- Highway- Water lines have been updated on Front & Spring Street; they are scheduled to be paved on Friday. Cleaning out storm drains A Basin on Willow Street will be repaired this week. Winterization on the Sprinkler systems at the Fields and monuments will be completed this week.
- Police Department in the last two weeks has had: 4 Arrests 9 Accidents 67 Traffic stops of which 20 were on Portland Street. Detective Sargent Stephens will be holding a fraud training at the Community Center for the seniors. (Some recent scams in town) Officer Arsenault, our new Firearms instructor, did an excellent job with his first year of instructing the mandated annual firearms class. School Resource Officer Macleod is doing an incredible job at the Marshwood High school as it has been very busy dealing with the students being back in school. Police Station will be tinting the 1st floor windows to stay in compliance with the Privacy protection act.
- Fire Department - in the last two weeks had 18 Calls and YTD is 323 calls Brad Gorman has been promoted to Lieutenant effective 10/1/2022. For Fire Prevention week: They will be hosting students from Central School., Conducting Fire Drills at the schools and visiting the local daycares.
- Code Enforcement – In the last two weeks: 2 Building Permits 23 Building Inspections 3 Violation letters 2 Pre-Construction Meetings with Developers. 2 Trainings – Stormwater & Chimneys Reviewed 2 past Subdivision Site plans Zoning Board of Appeals Meeting
- Planning Cannabis Policy and Licensing Application are being addressed. Great Hill Road 5-lot subdivision preliminary plans have been approved; the density calculations are being reviewed due to the soil types on Great Hill Road; Community questions and concerns being addressed Ordinance Reviews – definitions, language, suggestions made from board meetings. Berwick Academy proposed projects under review. New guidance received from SMPDC for LD 2003 – will be sharing with all committees. Reviewing Land Use Ordinance for compliance with the white paper on Erosion and Sedimentation Ordinance changes due to be effective 1 July 2023; Annual Stormwater Inspections being accomplished over the last two weeks.
- Library – Jen and Lee will be meeting with Revision to go over the Solar Panel system, with 144 solar array we should be generating more electricity monthly. We want to understand and be educated to monitor the System moving into the future and save more electricity costs as intended.
- Recreation- The New Programming Coordinator is going to be starting up a Coyote Club, this has been a very successful program in Eliot. Mad Science has started back up. They are also working on setting up new classes for Zumba, Yoga, and Art. Setting up the Ski Programs for the winter months.
- Seniors- On Oct 3rd, 50 seniors went on Winnepesaukee foliage cruise. Next week they will be closed to clean and wax the floors.
- Assessing- We are continuing to receive and process Property Tax Stabilization applications. Finished the Tree Growth Roster. Reporting of sales, to the State, for our new ratio for next year. Deeds are nearly caught up and will be qualifying sales by analyzing listings, sending out questionnaires and visiting the properties to verify data.
- Town Clerk – Over 500 absentee requests received already and mailed back out.
- Transfer Station- New Dumpster/Canister has arrived. New Draw string bags (Pay as you throw) have arrived. We had a part time person resign, looking for part time help. New Bin for donations has been added, this will help the fund Veterans.
- Economic Development: Met with Town Attorney regarding a new TIF. Met with SMPD to continue to work together on Mapping which will go hand and hand with the Comp Plan. (No additional fees) Getting the Town access to many Grants
- Finance: Only 6 homes are in risk of Foreclosure for the fiscal year 2021, Letters will be going out late October. This is the lowest number since Heather has been taking care of the Foreclosures. It is typically about 17-25 per year. Still working with Peter Hall on some questions and finalizing the audit. Jen has reached out to Kennebunk Savings Bank to set up a meeting to discuss our interest earnings. We feel that with all the rapid rising of interest rates that the rate that we are earning should be going back up as well. Jen is working with Lee at the Library. Meetings with Denise and the Town Attorney to learn more about which TIF zones will work best for the Town and the financial impacts. Hard to believe that we are already 25% done with this current fiscal year!

- Admin- Meet and greet at Berwick Academy today. Great way to open the communication, we will be meeting quarterly. Met with Police Chief and Lieutenant about MEPERS options. Management & Leadership training for all Department heads will be starting in November. Route 91 & 236 intersection work started today, moving telephone poles, cutting trees.

Councilor Comments

1. Jessica Cyr is appreciative of the new South Berwick Journal. Would like to consider a "from the desk of the Town Council" section. Kudos to the fire department and their involvement with the students at Central School for Fire Safety Week. As the weather turns cooler, she is looking forward to an update regarding the ice rink shelter.
2. John C. Kareckas wants to remind everyone to check their smoke detectors and change the batteries. As the planning continues, he hopes the proposed action with the TIF zones preserves standing history.

Adjournment

On a motion by Jeff Minihan, seconded by Jessica Cyr, it was unanimously voted to adjourn the meeting at 7:38pm.

Attest:

Tyanne Vasapoli
Deputy Town Clerk