

**South Berwick
Town Council Meeting
April 11, 2023**

Chair Mallory Cook called the meeting to order at 7:06pm. Councilors present included Jeffrey Minihan, Jessica Cyr, and Melissa Costella. Town Manager Tim Pellerin and Assistant Town Manager Jennifer Janelle were also in attendance. John James was not present. All votes will be by roll call.

Mrs. Cook made a motion to correct the motion taken at the last meeting to table action on the Planning Board appointment. The motion should be 'tabled to the April 25th meeting'. Mr. Minihan seconded the motion. Motion carried unanimously.

Mrs. Cook made a motion to table action on New Business #1 until April 25th. Ms. Cyr seconded the motion. Motion carried unanimously. [This item was moved up so that the candidate did not have to sit through the meeting unless he chose to do so]

Approval of Minutes

1. Town Council 03-28-23: On a motion by Mr. Minihan, seconded by Mrs. Costella, it was unanimously voted to adopt the minutes after amending New Business #2 with added language as suggested by Mr. Minihan.

Treasurer's Warrant

1. On a motion by Mrs. Cook, seconded by Mr. Minihan, it was unanimously voted to sign the warrant dated April 6, 2023, in the amount of \$1,015,249.67. Note was made that this warrant includes the monthly school payment.

Reports & Presentations

Sebago Technics – Nikki Conant, Project Manager gave the Council a summary of the Route 236 Traffic Study. (The actual study is over 200 pages and is available at Town Hall).

The study looked at vehicle and pedestrian patterns and safety issues from Norton Street to Dow Highway. Ten possible options were identified and narrowed down to three major options.

1. Signalizing Portland St and Dow Highway with the current lane configuration.
2. Signalizing Portland St and Dow Highway with new turn lanes.
3. Roundabouts.

Using current lane configurations (option 1) and roundabouts (option 3) would not allow for future growth and did not solve long-term congestion issues.

Cost of the project(s) would be determined by the project and the options the Town chooses. It is estimated that the Town could receive some state & federal funding to help cover 50%-80% of the cost.

A public meeting will be held for citizen input prior to the Council making any decisions.

Public Comment

1. Pat Robinson, Brattle St, made note that the Native Plant Webinar will be held on April 20th at 6:30pm by Zoom.

Unfinished Business

1. The Manager updated that Council on the bids received for the replacement of the boilers at town hall. Finding a contractor that can handle the job was difficult. We only received 6 bids.

On a motion by Mrs. Cook, seconded by Mr. Minihan, it was unanimously voted to award the bid to P Gagnon & Son for \$51,000.

2. The Transit Oriented TIF has received preliminary approval from the state. We are waiting for the final ok from the Maine DOT. Thank you to Rep. Tiffany Roberts for helping us get this through the confusing process at the State level.

3. The Council and Manger briefly discussed the Board of Assessment Review. We have advertised for board members; we currently only have one. We have received three applications. Legal Counsel has advised that we wait until we have enough applications to fill the board before we make any appointments. [BOAR is comprised of 5 regular members and 2 alternates].

New Business

1. See above.

2. On a motion by Mrs. Cook, seconded by Mr. Minihan, it was unanimously voted to sign the warrant, after correcting the date of 2022 to read 2023, calling the annual Town Budget Meeting for Tuesday, May 16, 2023.

3. On a motion by Mrs. Cook, seconded by Mr. Minihan, it was unanimously voted to approve the renewal of Spring Hill's liquor license and special amusement permit.

4. On a motion by Mrs. Cook, seconded by Mr. Minihan, it was unanimously voted to approve the renewal of Odd Fellows Tavern's liquor license.

5. The Council discussed the need to enforce the use of stickers at the Transfer Station. The last several years we have seen an influx of people from out of town, which only increases our costs. The stickers would be free to residents and will initially be valid until December 31, 2024.

On a motion by Mrs. Cook, seconded by Mrs. Costella, it was unanimously voted to enforce the use of Transfer Station Stickers beginning September 1, 2023.

6. The Council and Manager discussed LD 665. This Legislative Document would delay the implementation of LD 2003 until July 1, 2025. LD 2003 would significantly affect our zoning and subdivision ordinances.

7. The Council had its first read and review of the Planning Board suggestions for amendments to Chapters 121 & 140 regarding sketch plan review and dimensional requirements in the industrial zones. Mrs. Cook made note that we have received an email comment and that will be shared at the public hearing. Action to set the public hearing date will be on the next agenda.

Town Manager's Report

-Highway: 2 trucks have broken front springs. Street sweeping and road patching is underway. We have hired a new labor to handle the parks and mowing.

-Police: 3 arrests, 2 accidents and 53 traffic stops. The Chief and Lieutenant attended the second of three training sessions by the FBI. Have been visiting the schools to make security and safety recommendations.

-Fire: 8 calls; YTD 196. Preparing for spring brush fires and testing all air packs. The Association has purchased a new rescue boat and will be donating it to the town.

-Code/Planning: Issued 1 building permit and 1 plumbing permit. Working on 2 violations. The Planning Board is working on 3 projects and ordinance updates.

-Library: The fairy house project went very well and will hold another in September. National Librarian Day is April 16th.

-Recreation: The Easter Egg Hunt/Touch a Truck event was well attended by over 120 people. The Easter luncheon served about 80 seniors. Summer camps are already about 2/3 full.

-Assessing: Working with Code to check all permits issued. Working on an update to our Lot Merger Policy. Getting personal property values updated.

-Clerk: New hire Britney Spencer going well. Working on June election preparations. Working on codification of all ordinance updates.

-Transfer Station: A number of items have been hauled away, including tires. Working with Casella regarding our options to deal with glass.

-Economic Development: Working on the Market Analysis. Also looking into grant opportunities for funding various Town projects.

-Finance: Sending out about 200 letters to those that have not paid their taxes. The required 30-day demand notices will go out May 2nd. The annual report is ready for printing. Working on a FEMA application for the Christmas storm. Working to upgrade lighting in the Community Center and Library to LED's. Have met with Port City regarding the town hall. There will be an agenda item in May to discuss. We have received \$34,000 from Old Orchard Beach. This covers our cost of academy training for an officer that left our employ for theirs.

-Admin: The employee appreciate lunch will be held on July 13th. We have received several Freedom of Information requests. Attend a Smart Growth meeting. The York County Budget Caucus will be April 12th. Appointed Ray Delcourt as the new EMA director. He will remain Deputy Fire Chief but will no longer be the Safety Officer. (He has been working full-time on a part-time job and pay). Continue to meet with the Town Clerk regularly regarding her retirement. With all the meetings, various studies and other issues, we are keeping very busy.

Councilor Comments

1. Mr. Minihan:

-Made note of the social media traffic regarding a possible non-conforming business in town. He added that we must maintain the integrity of our ordinances.

2. Ms. Cyr:

-Comp Plan Update Committee will be working on establishing various focus groups.

-Enjoyed sitting in on the staff meeting.

-School vacation is next week.

-Our solid waste contract expires in June 2024.

-Called CMP about duplicate poles. Was told they can't be removed until all the lines have been moved.

3. Mrs. Costella:

-Spring Turkey hunting starts on May 1st. She reminded everyone that during this season hunters do not have to wear blaze orange.

-Since the school budget is a significant piece of setting the tax rate, she challenged everyone to review and question the school budget.

-Encouraged people to help our public works by cleaning up their own roadside tree debris.

People should not be moving their yard debris to the side of the road. Residents could use the free wood and it would save tax dollars.

Adjournment

On a motion by Mr. Minihan, seconded by Mrs. Cook, it was unanimously voted to adjourn the meeting at 8:45pm.

Attest:

Barbara Bennett, CCM