

**South Berwick
Town Council Meeting
January 9, 2024**

Chair Mallory Cook called the meeting to order at 6:33pm. Councilors present included John James, Jeff Minihan, Jessica Cyr, and Melissa Costella. Town Manager Tim Pellerin and Assistant Town Manager Jennifer Janelle were also in attendance.

Approval of Minutes

1. Public Hearing 12-12-23: On a motion by Mr. James, seconded by Mrs. Costella, it was unanimously voted to adopt the minutes as written.
2. Public Hearing 12-12-23: On a motion by Mr. James, seconded by Mrs. Costella, it was unanimously voted to adopt the minutes as written.
3. Town Council 12-12-23: On a motion by Mr. James, seconded by Mrs. Cook, it was unanimously voted to adopt the minutes after correcting the date of the Downtown Revitalization public input meeting from January 22nd to the 18th.

Treasurer's Warrant

1. On a motion by Mrs. Cook, seconded by Mr. James, it was unanimously voted to sign the warrant dated December 28, 2023, in the amount of \$354,812.91.
2. On a motion by Mrs. Cook, seconded by Mr. James, it was unanimously voted to sign the warrant dated January 4, 2024, in the amount of \$888,860.56.

Reports & Presentations

1. Peter Hall presented the annual audit review to the Council by Zoom. Mr. Hall stated that management was well prepared when the procedure started in September. The results are a "clean audit opinion". There are no material weaknesses or significant deficiencies reported. The Town is in a very good financial position.

The full audit is available in the Finance Office and on the Town's website.

Public Comment

1. Sam Flinkstrom, Main St, asked if the audit presentation is part of a larger document. Yes, the entire audit is available in the Finance Office.

Executive Session

1. On a motion by Mrs. Cook, seconded by Mr. James, it was unanimously voted to enter executive session at 7:03pm to discuss a personnel issue.

On a motion by Mrs. Cook, seconded by Mr. James, it was unanimously voted to end the executive session at 7:09pm.

Unfinished Business

1. On a motion by Mr. James, seconded by Mr. Minihan, it was unanimously voted to appoint Sam Flinkstrom to the Zoning Board of Appeals with a term to expire June 30, 2024. Mrs. Cook abstained from voting.
2. The Council and Manager discussed the requirements for postings for public hearings. Per the Town's Attorney, the Charter states that a 7-day notice must be given. There is no requirement for the notice to include a date and time certain. It is sufficient for the public hearing to be listed as part of the regular agenda.
3. Management received 4 responses to the RFQ/P for the town hall. On a motion by Mrs. Cook, seconded by Mr. James, it was unanimously voted to accept all four companies, Placework, Paul Designs Project, Oak Point Associates (Lassel), and McHenry Architecture for the short list.

Mr. Pellerin thanked resident Ken Weston for his help with the process.

4. On a motion by Mrs. Cook, seconded by Mr. James, it was unanimously voted to approve the schedule changes for the town hall RFQ/P process.

New Business

1. Rep Tiffany Roberts sent the Council a list of proposed legislation of municipal interest being considered by the State Legislature for review and comment. Ms. Roberts was not able to attend because the new Legislative Session had begun.
2. The Council and Manager discussed the process for making a nomination for the 2024 Spirit of America Award. The community's pick must be submitted before June 30th.

Town Manager's Report

- Mr. Pellerin introduced new employees Kandice Thompson in the Business Office and Britney Howard in the Assessing Office.
- Highway: Part of Hooper Sands Road is currently one lane while being fixed. Have cleaned up the downed trees after the pre-Christmas storm and cleaning up after yesterday's storm. The large sidewalk plow is broken.
- Police: Officer John Willey retired as of January 5th. ACO Harvey Barr will be staying on until a new ACO is hired. Preparing for long-term, have opened the positions of interim LT and SGT.
- Fire: Had 483 calls and a total of 1100 training hours in 2023. Have moved to paperless record keeping.
- Town Clerk: Have finalized all necessary documentation for the November 2023 election. Have begun preparations for the March Primary. The office has issued almost 3300 transfer station stickers.
- Assessing: Still working on tax map updates. The Sales Return is complete. KRT will have its kick-off meeting today and will start in the field in zones B1 & R1A. Still dealing with a lot of resident inquiries.
- Library: Things have quieted down. Working on some new DIY programs. Developing a story book wall.
- Code/Planning: Issued 1 building permit and 3 plumbing permits. Have issued 624 building permits and 84 plumbing permits for 2023. Planning currently has 3 applications it is working on.
- Recreation: Haven't been able to open Powderhouse; no base. New winter programs will be starting this week.
- Transfer Station: Dan Lancaster has left the Town's employ.
- HR: Busy with new hires.
- Finance: Working on W-2s and 1099s. Reminded everyone that evaluations are due. Looking into getting credit card machines for the PD and Transfer Station. Working on budgets.
- Administration: Discussed the proper use of cellphones. Discussed sick time and the use of FMLA. Safety is a priority for everyone. Distributed the certificates for all that attended the Management Training. Made note that MDOT has inspected the Dover-Eliot Bridge and the pilings are failing. There is currently a weight limit and work will need to be done.

Sadly, we will be losing long-time Police Officer, Lt. Jeff Upton. Jeff has been an outstanding member of our police department and served as the School Resource Officer for many years. He has accepted a position with the School Safety Center of Maine. His last day will be January 31st. Kudos to Jeff!

On a motion by Mrs. Cook, seconded by Mr. James, it was voted 3-2 (Mr. James & Mrs. Costella opposed) to accept Jeff Upton's resignation. Best wishes and good luck.

Councilor Comments

1. Ms. Cyr:
 - It is Law Enforcement Appreciation Day.
2. Mr. James:
 - Made note that his campaign to spread the word about cake pans for lending at the library has been successful.

3. Mrs. Costella:

-Asked about the funds that had been voted for the Great Works Regional Land Trust purchase of land along the Salmon Falls River. Mr. Pellerin stated that the Trust had received an extension and will be attending an upcoming meeting for an update.

-Commented that, although nice looking, staff needs to stop using so much paper and color ink.

Executive Session

1. On a motion by Mr. James, seconded by Mrs. Costella, it was unanimously voted to enter executive session at 7:45pm pursuant to 1MRSA §405.6A to discuss a personnel issue.

The Chair reported the following to the Clerk:

On a motion by Mr. James, seconded by Mrs. Costella, it was unanimously voted to end the executive session at 8:48pm.

Adjournment

On a motion by Mr. James, seconded by Mrs. Costella, it was unanimously voted to adjourn the meeting at 8:49pm.

Attest:

Barbara Bennett, CCM
Town Clerk

South Berwick
12:00 PM

A / P Warrant

Bank: KENNEBUNK - Operating

01/18/2024
Page 1

Type	Check	Amount	Date	Wrnt	Payee
P	47724	20,955.20	01/08/24	45	0132 BUREAU OF MOTOR VEHICLES
P	47725	50.00	01/08/24	45	1321 TREASURER, STATE OF MAINE
P	47726	117.93	01/11/24	45	0204 READY REFRESH
P	47727	287.69	01/11/24	45	0867 HANNAFORD
P	47728	554.52	01/16/24	45	1176 TREASURER STATE OF MAINE
P	47729	22,539.78	01/17/24	45	0132 BUREAU OF MOTOR VEHICLES
P	47730	201.46	01/17/24	45	1131 LOCALIQ
R	47731	298.50	01/18/24	45	0891 2-Way Communications Services, Inc.
R	47732	1,452.00	01/18/24	45	0478 AAA POLICE SUPPLY
R	47733	272.73	01/18/24	45	0042 ADMIRAL FIRE & SAFETY
R	47734	650.00	01/18/24	45	0606 All Sports Events
R	47735	129.47	01/18/24	45	1288 ALLEGRA
R	47736	480.00	01/18/24	45	0002 ALLIED EQUIPMENT LLC
R	47737	2,707.76	01/18/24	45	0771 ATLANTIC FUELS
R	47738	294.30	01/18/24	45	0351 AXON ENTERPRISE, INC.
R	47739	358.77	01/18/24	45	0054 BAKER & TAYLOR
R	47740	379.18	01/18/24	45	0686 Beaugard Equipment, INC.
R	47741	439.95	01/18/24	45	0530 BOOKLIST
R	47742	140.06	01/18/24	45	0062 BUSINESS EQUIPMENT UNLIMITED
R	47743	910.00	01/18/24	45	1302 CAI TECHNOLOGIES
R	47744	5,716.28	01/18/24	45	0182 CARD MEMBER SERVICE
R	47745	465.00	01/18/24	45	0399 CARDIO PARTNERS, INC.
R	47746	483.36	01/18/24	45	1158 CINTAS CORP
R	47747	67,320.68	01/18/24	45	0609 City of Sanford
R	47748	120.00	01/18/24	45	1121 CONVENIENTMD LLC
R	47749	222.00	01/18/24	45	0535 D.M. BURNS SECURITY INC.
R	47750	1,474.89	01/18/24	45	0448 DIRIGO SAFETY, LLC
R	47751	1,132.50	01/18/24	45	1064 DONOVAN SPRING CO, INC.
R	47752	7,125.00	01/18/24	45	0107 DOUCETTE EXCAVATING
R	47753	2,250.00	01/18/24	45	0492 ELECTRIC LIGHT COMPANY, INC.
R	47754	200.00	01/18/24	45	0911 FADDEN CUSTOM PEST SERVICES LLC
R	47755	688.44	01/18/24	45	1077 FARONICS
R	47756	472.50	01/18/24	45	0230 FARWELLS AUTO SERVICE
R	47757	104.40	01/18/24	45	0164 FASTENER WAREHOUSE
R	47758	50.00	01/18/24	45	1323 FBI-LEEDA
R	47759	773.82	01/18/24	45	0056 FISHER AUTO PARTS, INC.
R	47760	898.50	01/18/24	45	1298 GOODYEAR TIRE & RUBBER CO
R	47761	102.62	01/18/24	45	0743 GORMAN, BRAD
R	47762	230.40	01/18/24	45	0526 GRAINGER
R	47763	908.03	01/18/24	45	0052 HAMEL, NICHOLAS
R	47764	825.69	01/18/24	45	1027 HANCOCK LUMBER
R	47765	400.00	01/18/24	45	1322 HANDS TO HEART CPR COURSE
R	47766	500.00	01/18/24	45	1315 HR MAINE CONSULTING
R	47767	531.77	01/18/24	45	1245 INGRAM LIBRARY SERVICES
R	47768	190.00	01/18/24	45	1225 INTERNATIONAL ASSOC. OF CHIEFS OF POLICE
R	47769	100.00	01/18/24	45	1095 LEXISNEXIS RISK SOLUTIONS
R	47770	50.00	01/18/24	45	0139 MAINE MUNICIPAL ASSOCIATION
R	47771	6,687.03	01/18/24	45	0141 MAINE MUNICIPAL ASSOCIATION

South Berwick
12:00 PM

A / P Warrant

Bank: KENNEBUNK · Operating

01/18/2024
Page 2

Type	Check	Amount	Date	Wrnt	Payee
R	47772	263.50	01/18/24	45	0082 MAINE RESOURCE RECOVERY
R	47773	30.00	01/18/24	45	0396 MAINE TOWN & CITY CLERKS ASSOC MTCCA
R	47774	27.05	01/18/24	45	0081 MAINE TURNPIKE AUTHORITY
R	47775	14.80	01/18/24	45	0084 MICK BODYWORKS INC
R	47776	18,919.12	01/18/24	45	0455 MORTON SALT
R	47777	875.00	01/18/24	45	1324 NATIONAL ENGINEERING & TESTING SERVICES, INC
R	47778	235.00	01/18/24	45	0284 NEPTUNE UNIFORMS & EQUIPMENT
R	47779	703.00	01/18/24	45	1146 NEW ENGLAND VEHICLE OUTFITTERS
R	47780	76.41	01/18/24	45	0044 OFFICE OF INFORMATION TECH A/P
R	47781	353.64	01/18/24	45	0944 O'REILLY FIRST CALL
R	47782	2,965.48	01/18/24	45	0088 P GAGNON & SONS INC
R	47783	232.55	01/18/24	45	0806 PATROLPC
R	47784	65.25	01/18/24	45	0172 PERMA-LINE CORPORATION
R	47785	240.64	01/18/24	45	0089 PIKE INDUSTRIES INC
R	47786	255.25	01/18/24	45	0915 PINE STATE ELEVATOR COMPANY
R	47787	14,446.38	01/18/24	45	0572 PINE TREE WASTE, INC
R	47788	143.55	01/18/24	45	0219 PITNEY BOWES GLOBAL FINACIAL SERVICES
R	47789	1,500.00	01/18/24	45	1234 PORT CITY ARCHITECTURE
R	47790	25.20	01/18/24	45	1132 PORTSMOUTH FORD
R	47791	1,313.28	01/18/24	45	0545 POWERPLAN-NORTRAX, INC.
R	47792	116.94	01/18/24	45	0232 QUILL CORPORATION
R	47793	1,360.11	01/18/24	45	1310 SEVEE & MAHER ENGINEERS, INC
R	47794	217.71	01/18/24	45	0236 SIRCHIE ACQUISITION CO.
R	47795	6,000.00	01/18/24	45	0368 SOUTH BERWICK CEMETERY ASSOCIATION
R	47796	78,971.87	01/18/24	45	0203 SOUTH BERWICK WATER DISTRICT
R	47797	50.00	01/18/24	45	0350 SOUTHERN MAINE DISTRICT 1 TRAINING COUNCIL
R	47798	162.91	01/18/24	45	0936 STAPLES-LIBRARY ACCOUNT
R	47799	5,212.30	01/18/24	45	0095 STELLAR NETWORKS
R	47800	558.16	01/18/24	45	0397 SULLIVAN TIRE CO.
R	47801	2,120.00	01/18/24	45	1317 TROUBH HEISLER, LLC
R	47802	31.82	01/18/24	45	1304 TRP STORE 005
R	47803	610.74	01/18/24	45	0097 VERIZON WIRELESS
R	47804	1,657.74	01/18/24	45	1089 VILLAGE MOTORS
R	47805	4,567.22	01/18/24	45	1306 WRIGHT-PIERCE

Total 297,564.83

Count

Checks 82
Voids 0

Melissa Costella _____ John James _____

Jeff Minihan _____ Jessica Cyr _____

Mallory Cook _____

APPROVED _____

DATE _____

TOWN MANAGER _____

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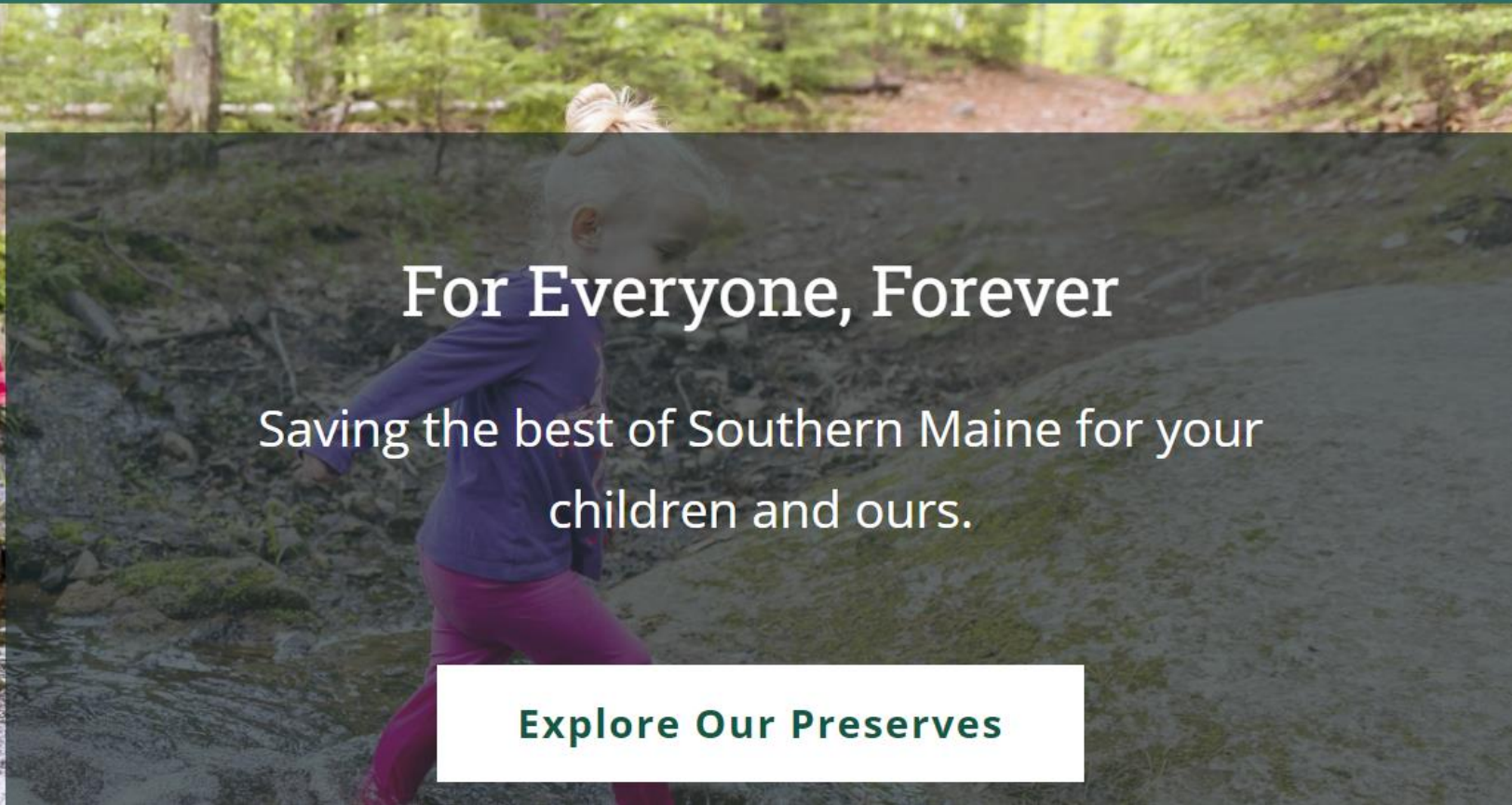
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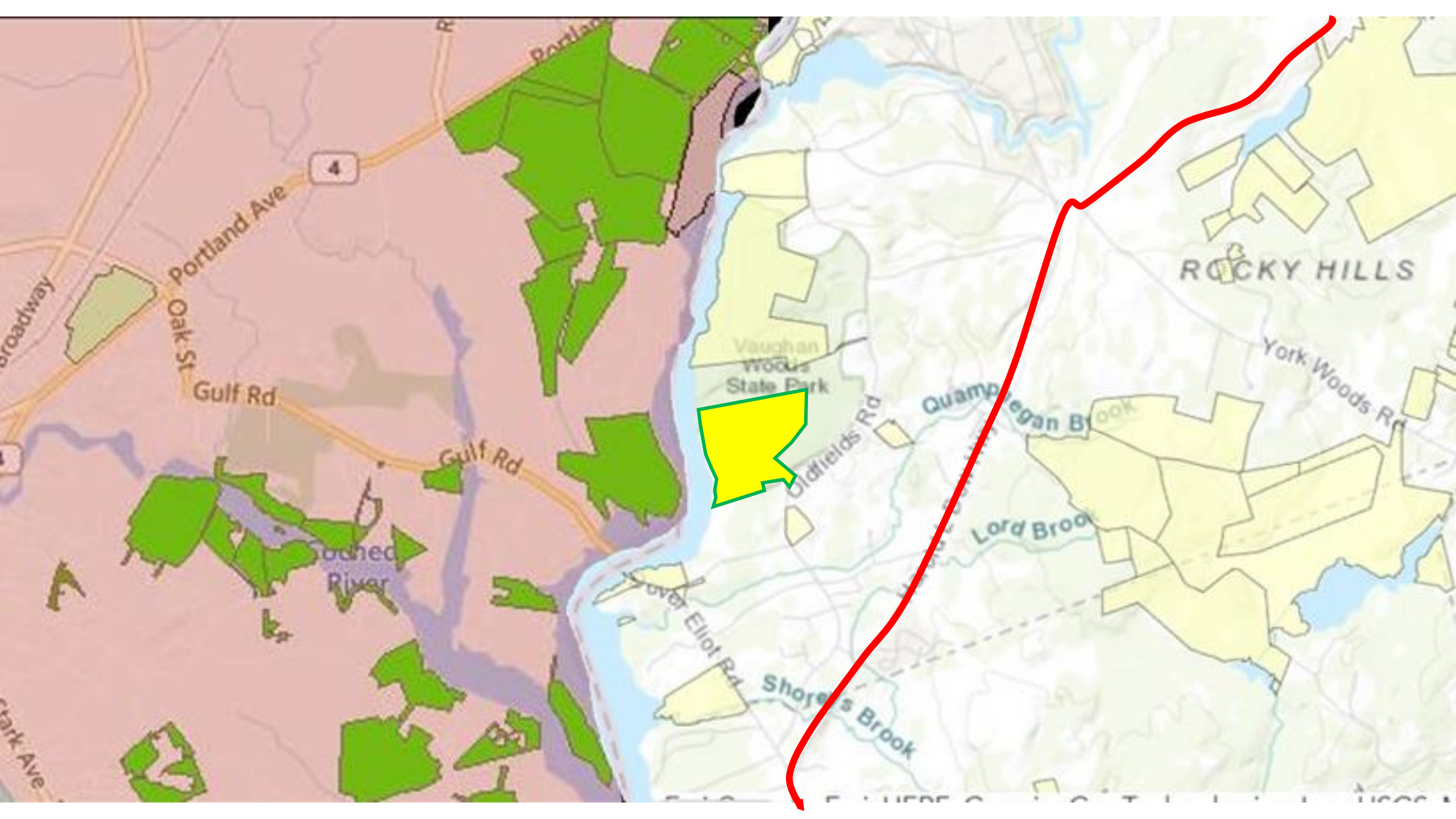


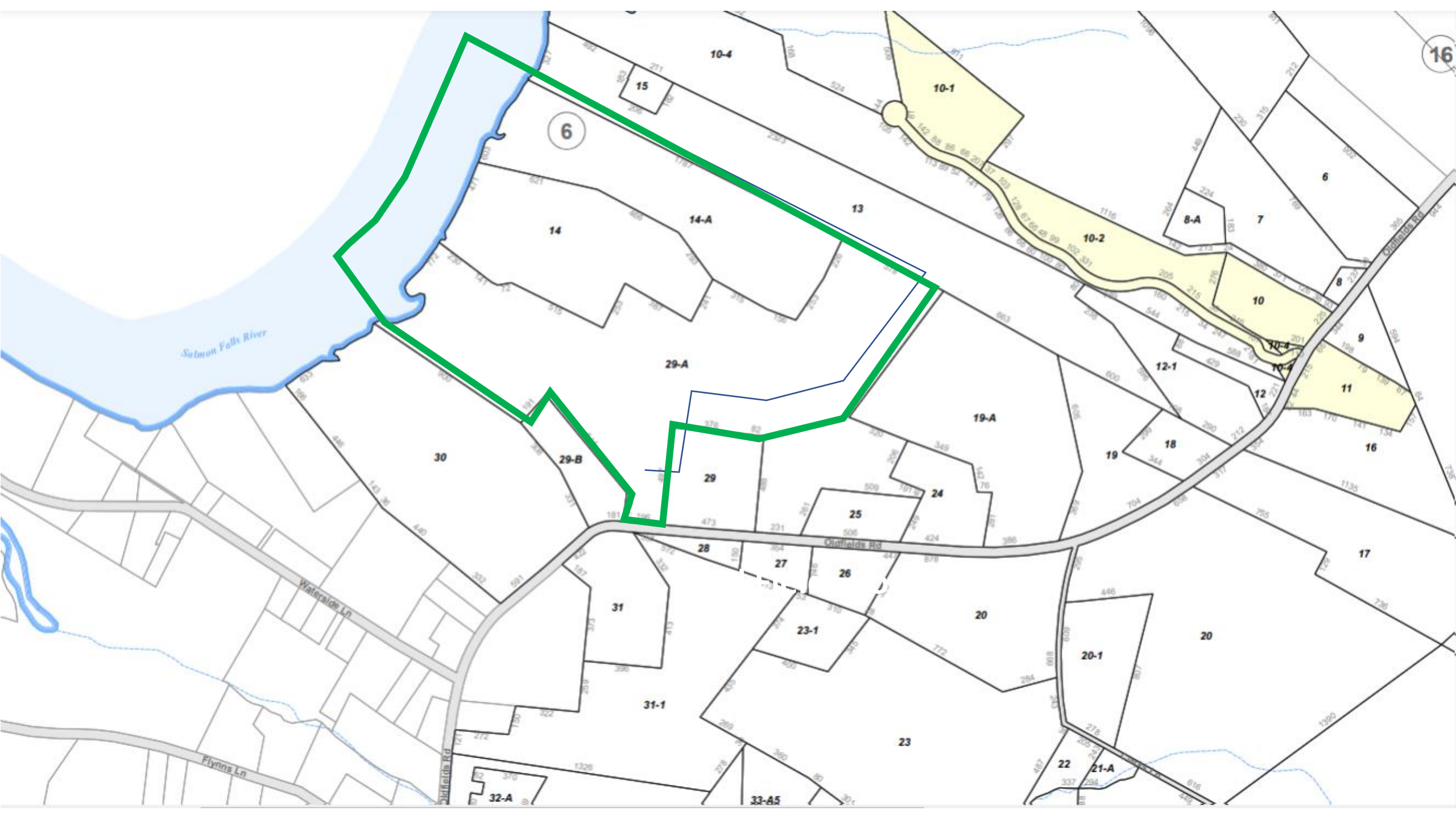
Front Field

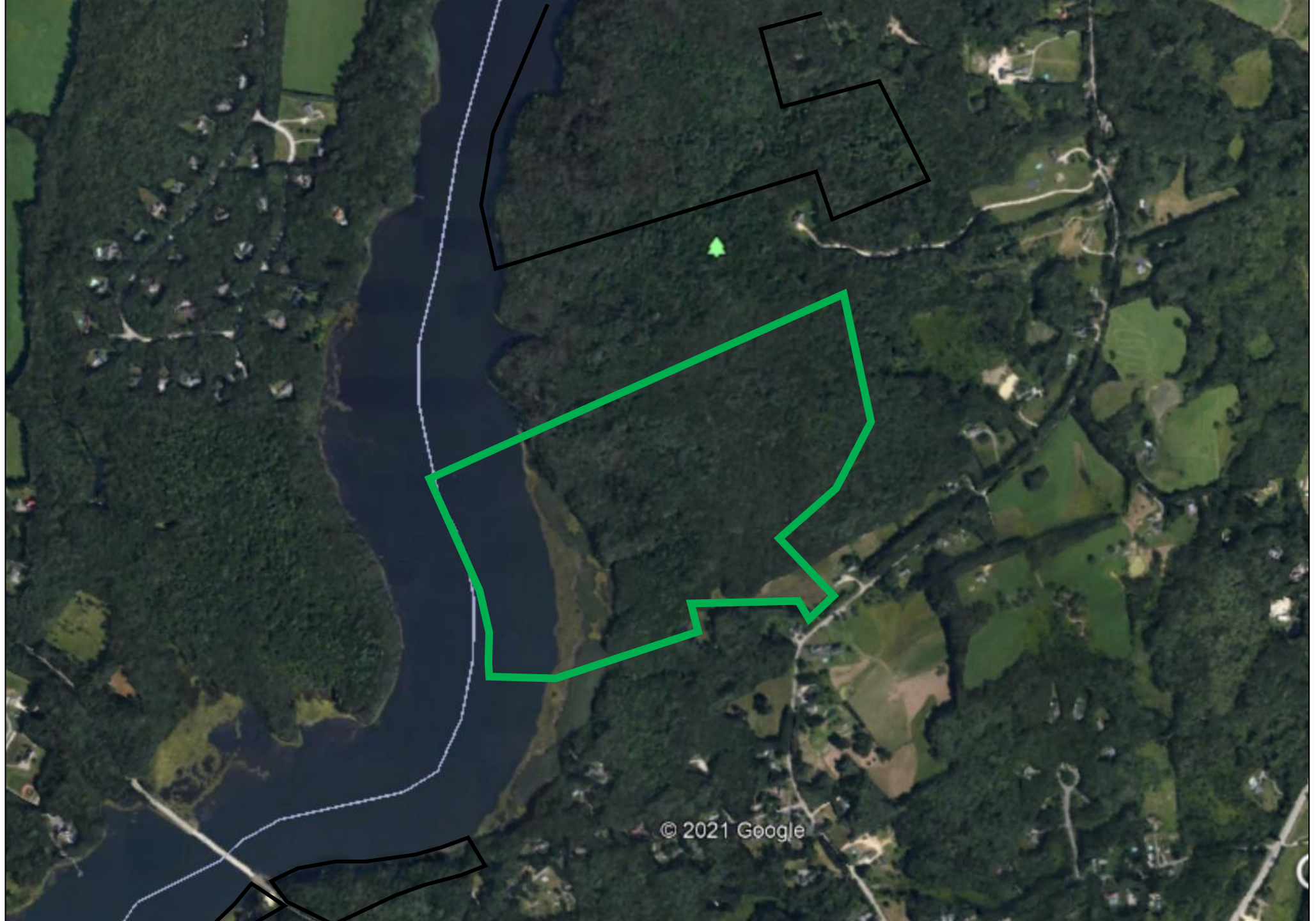
Salmon Falls Tidal Waters



Salmon Falls River







EXPENSES		Updated	NCWCG	Landowner	GBRPP	NAWCA	Town	LMF	GWRLT
Land Acquisition									
Cullen	\$1,600,000	\$1,600,000	\$380,000	\$500,000		\$100,000		\$620,000	
Magnuson	\$320,000	\$440,000		\$440,000					
Total Land cost	\$1,920,000	\$2,040,000	\$380,000	\$940,000		\$100,000		\$620,000	
Other Expenses									
Stewardship Fund Contribution	90,000	120,000					71,775	25,000	23,225
Stewardship Start-Up Funds	65,000	135,000					135,000		
Conservation Support	75,000	80,000							80,000
Fundraising costs	15,000	20,000							20,000
Environmental Site Assessment	2,900	5,500			900		4,600		
Appraisal	19,500	24,750			3,900		20,850		
Survey	4,000	5,500			2,000		3,500		
Resource Management	25,000	29,000			4,500		10,500		14,000
Transaction Costs	5,600	6,600			2,825		3,775		
Total:	\$2,222,000	\$2,466,350	\$380,000	\$940,000	\$14,125	\$100,000	\$250,000	\$645,000	\$137,225

National Coastal Wetlands Conservation Grant
North American Wetland Conservation Act

Great Bay Resource Protection Program
Land for Maine’s Future

Town Ballot questions on Nov 8th

1. To see if the Town will vote to appropriate \$250,000 from the Undesignated Fund to assist the Great Works Regional Land Trust Purchase 71 Acres of property on the Salmon Falls River Tidal Waters located at Map 6 Lots 14, 14A and 29A such property to be used for public uses, and the appropriation of such funds will not affect the current mil rate?
2. To see if the Town will accept the ownership of land purchased by the Great Works Regional Land Trust on the Salmon Falls River Tidal waters, such property located at Map 6, Lots 14, 14A and 29A.

TOWN COUNCIL

Agenda Information Sheet

Meeting Date: 1/23/2024	Reports #2
Agenda Item: Casella & Recycling	
Informational:	
<p>We met with Casella regarding the Transfer Station and asked them for their opinion, and thoughts on our Transfer Station, we also took them there for a Site Review, and they will be sending us a formal report of some of their ideas to improve and better service our residents.</p> <p>Recycling is environmentally friendly but costly and expensive. Some options for us to consider are single sort recycling, but with keeping cardboard separate, vs. continuing to separate out all recyclables.</p> <p>Our hours are unusually long, and suggested shorter days may help with staffing.</p> <p>We also met with Atlantic Equipment regarding the Cardboard Bailer for alternatives.</p> <p>What Casella does with the recycles that go to their local facilities:</p> <ul style="list-style-type: none">• Cardboard & Mixed Paper – 100% shipped domestically to Canadian and US paper mills that make new boxes.• HDPE natural & Colored (#2s- milk jugs, detergent bottles) – shipped domestically to a plastic processor in Alabama. They make a variety of new plastic products (car parts, buckets, toys – just about everything!)• PET – (#1s- water bottles) – Shipped domestically to make new water bottles and fleece/carpeting (hats, socks, clothing, carpeting).• Tin – shipped domestically to make new tin cans and other metal products.• Aluminum – this is the one commodity that can be recycled over and over and not lose any yield. This is sold domestically to make new cans.• Tubs and Lids (mostly #5's with 3-7 plastic) – also shipped domestically to Alabama. They make recycled paint cans that sell in Home Depot, Lowes, Sherwin Williams etc.• Glass – the only glass end site in the Northeast closed its doors a few years ago. Most glass is being sent for road work and construction sites or to the landfill as cover. Investments are being made in our equipment to make a certain size and specification. This is the commodity of most concern right now and we are soliciting help from legislators (require a certain % in road work/cullet) and the private sector (used in making cement blocks or new glass bottles).	
Town Manager's Recommendation:	
Requested Action:	
Vote	

Giving Resources New Life®

Led by our recycling facilities, annually we recover over **725,000** tons of materials such as cardboard, paper, plastic, glass and metal



1 Recycling Collection

It starts with you tossing items like newspapers, boxes, bottles, and cans into your recycling bin. We pick these materials up from your home and take them to be processed at a materials recycling facility (MRF).

2 Recycling Facility

At the recycling facility we sort and bale commodities like aluminum, cardboard, paper and more. These serve as the source material for recycled products and packaging.

3 Manufacturing

Baled commodities are received by manufacturers as raw materials for making new goods.

4 New Products

Completing the loop, the recyclables you placed into your bin are transformed into new products like boxes, bottles, cans, packaging and even fleece jackets!.....



Cardboard
becomes



Present Boxes



Paper
becomes



Egg Cartons



Plastic
becomes



Fleece Jackets



Glass
becomes



Roadways



Metal
becomes



New Cans



Learn more about the recycling process at casella.com/RecycleBetter

RECYCLING • SOLUTIONS • ORGANICS • COLLECTION • ENERGY • LANDFILLS

casella.com



Market Value Per Commodity

Source: PPI & Secondary Markets

COMMODITY	TREND	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	Average
Mixed Paper		\$ 54	\$ 45	\$ 48	\$ 55	\$ 57	\$ 7	\$	\$ 13	\$ 66	\$ 50	\$ 40
Boxboard		\$ 73	\$ 75	\$ 75	\$ 88	\$ 118	\$ 125	\$ 50	\$ 40	\$ 112	\$ 95	\$ 85
Cardboard (OCC)		\$ 113	\$ 104	\$ 85	\$ 96	\$ 143	\$ 81	\$ 44	\$ 64	\$ 132	\$ 109	\$ 97
DLK		\$ 137	\$ 124	\$ 90	\$ 106	\$ 153	\$ 96	\$ 59	\$ 77	\$ 144	\$ 130	\$ 112
Sorted Resi News started in 2014			\$ 64	\$ 56	\$ 66	\$ 77	\$ 34	\$ 15	\$ 27	\$ 83	\$ 85	\$ 56
Mags OMG started in 2017						\$ 112	\$ 122	\$ 75	\$ 78	\$ 124	\$ 185	\$ 116
Coated Groundwood Sections		\$ 82	\$ 90	\$ 105	\$ 101	\$ 114	\$ 120	\$ 75	\$ 78	\$ 124	\$ 185	\$ 107
Sorted Clean News started in 2017						\$ 116	\$ 119	\$ 100	\$ 117	\$ 166	\$ 202	\$ 137
WhiteBlank News		\$ 236	\$ 238	\$ 249	\$ 230	\$ 238	\$ 251	\$ 246	\$ 235	\$ 259	\$ 318	\$ 250
Sorted Office Paper		\$ 155	\$ 160	\$ 155	\$ 155	\$ 174	\$ 197	\$ 133	\$ 113	\$ 139	\$ 240	\$ 162
Coated Book Stock started in 2016					\$ 156	\$ 174	\$ 198	\$ 133	\$ 113	\$ 139	\$ 240	\$ 165
SBS heavily print		\$ 241	\$ 252	\$ 259	\$ 224	\$ 226	\$ 242	\$ 153	\$ 135	\$ 159	\$ 262	\$ 215
Sorted White Ledger		\$ 241	\$ 252	\$ 257	\$ 224	\$ 226	\$ 286	\$ 242	\$ 170	\$ 180	\$ 278	\$ 236
Manifold White Ledger started in 2015				\$ 257	\$ 225	\$ 226	\$ 286	\$ 242	\$ 182	\$ 190	\$ 288	\$ 237
SBS Light Print started in 2015				\$ 244	\$ 220	\$ 223	\$ 271	\$ 220	\$ 192	\$ 208	\$ 303	\$ 235
SBS unprinted		\$ 293	\$ 323	\$ 320	\$ 308	\$ 329	\$ 376	\$ 303	\$ 251	\$ 290	\$ 373	\$ 317
Hard White Shavings		\$ 303	\$ 333	\$ 331	\$ 323	\$ 335	\$ 381	\$ 307	\$ 257	\$ 299	\$ 393	\$ 326
Hard White Envelope Cuttings		\$ 333	\$ 363	\$ 358	\$ 343	\$ 355	\$ 407	\$ 338	\$ 287	\$ 329	\$ 421	\$ 353

COMMODITY	TREND	2018	2019	2020	2021	2022	AVERAGE
PET		\$ 308	\$ 266	\$ 160	\$ 342	\$ 446	\$ 304
HDPE Natural		\$ 732	\$ 644	\$ 966	\$ 1,752	\$ 1,025	\$ 1,024
HDPE Colored		\$ 306	\$ 412	\$ 168	\$ 772	\$ 372	\$ 406
LDPE		\$ 212	\$ 192	\$ 162	\$ 342	\$ 414	\$ 264
Polypropylene #5		\$ 198	\$ 224	\$ 102	\$ 552	\$ 391	\$ 293
Aluminum		\$ 1,426	\$ 1,088	\$ 886	\$ 1,368	\$ 1,733	\$ 1,300
Steel		\$ 170	\$ 125	\$ 81	\$ 182	\$ 193	\$ 150



Market Value Per Commodity

Source: PPI & Secondary Markets

COMMODITY	2022 TREND	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	YEARLY AVE
Mixed Paper #54		\$ 75	\$ 75	\$ 80	\$ 80	\$ 80	\$ 80	\$ 75	\$ 45	\$ 15	0	0	0	\$ 50
Boxboard #4		\$ 130	\$ 130	\$ 130	\$ 130	\$ 125	\$ 125	\$ 125	\$ 110	\$ 70	30	20	\$ 20	\$ 95
Cardboard (OCC) #11		\$ 145	\$ 145	\$ 145	\$ 145	\$ 140	\$ 140	\$ 140	\$ 120	\$ 80	\$ 40	\$ 35	\$ 35	\$ 109
DLK #13		\$ 170	\$ 170	\$ 170	\$ 170	\$ 160	\$ 160	\$ 160	\$ 140	\$ 100	\$ 60	\$ 50	\$ 50	\$ 130
Sorted Resi News #56		\$ 100	\$ 100	\$ 110	\$ 110	\$ 110	\$ 115	\$ 115	\$ 105	\$ 85	\$ 35	\$ 20	\$ 20	\$ 85
Mags OMG #10		\$ 155	\$ 165	\$ 170	\$ 175	\$ 175	\$ 180	\$ 190	\$ 200	\$ 205	\$ 205	\$ 205	\$ 200	\$ 185
Coated Groundwood Sections #44		\$ 155	\$ 165	\$ 170	\$ 175	\$ 175	\$ 180	\$ 190	\$ 200	\$ 205	205	205	\$ 200	\$ 185
Sorted Clean News #58		\$ 195	\$ 195	\$ 200	\$ 200	\$ 200	\$ 205	\$ 205	\$ 205	\$ 205	\$ 205	\$ 205	\$ 205	\$ 202
WhiteBlank News #24		\$ 280	\$ 295	\$ 300	\$ 305	\$ 315	\$ 320	\$ 330	\$ 330	\$ 335	\$ 335	\$ 335	\$ 335	\$ 318
Sorted Office Paper #37		\$ 190	\$ 210	\$ 230	\$ 240	\$ 240	\$ 240	\$ 250	\$ 260	\$ 260	\$ 260	\$ 255	\$ 245	\$ 240
Coated Book Stock #43		\$ 190	\$ 210	\$ 230	\$ 240	\$ 240	\$ 240	\$ 250	\$ 260	\$ 260	\$ 260	\$ 255	\$ 245	\$ 240
SBS heaviliy print #45		\$ 210	\$ 230	\$ 250	\$ 260	\$ 260	\$ 260	\$ 270	\$ 285	\$ 285	\$ 285	\$ 280	\$ 270	\$ 262
Sorted White Ledger #40		\$ 235	\$ 245	\$ 265	\$ 275	\$ 275	\$ 275	\$ 285	\$ 300	\$ 300	\$ 300	\$ 295	\$ 285	\$ 278
Manifold White Ldg #41		\$ 245	\$ 255	\$ 275	\$ 285	\$ 285	\$ 285	\$ 295	\$ 310	\$ 310	\$ 310	\$ 305	\$ 295	\$ 288
SBS lightly print #45		\$ 260	\$ 270	\$ 290	\$ 300	\$ 300	\$ 300	\$ 310	\$ 325	\$ 325	\$ 325	\$ 320	\$ 310	\$ 303
SBS unprinted #47		\$ 330	\$ 340	\$ 345	\$ 355	\$ 365	\$ 375	\$ 385	\$ 400	\$ 400	\$ 400	\$ 395	\$ 385	\$ 373
Hard White Shavings #30		\$ 340	\$ 350	\$ 365	\$ 375	\$ 385	\$ 395	\$ 405	\$ 425	\$ 425	\$ 425	\$ 415	\$ 405	\$ 393
Hard White Envelope Cuttings #31		\$ 370	\$ 380	\$ 395	\$ 405	\$ 415	\$ 425	\$ 435	\$ 450	\$ 450	\$ 450	\$ 445	\$ 435	\$ 421

COMMODITY	2022 TREND	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	YEARLY AVE
PET		\$ 368	\$ 495	\$ 618	\$ 730	\$ 813	\$ 758	\$ 615	\$ 231	\$ 150	\$ 166	\$ 186	\$ 216	\$ 446



Market Value Per Commodity

Source: FPI & Secondary Markets

COMMODITY	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	YEARLY AVE
Mixed Paper #54	\$ 0	\$ 0	\$ 5	\$ 10	\$ 15	\$ 15	\$ 15	\$ 15	\$ 25	\$ 30	\$ 35	\$ 40	\$ 17
Boxboard #4	\$ 20	\$ 20	\$ 20	\$ 25	\$ 30	\$ 35	\$ 35	\$ 40	\$ 50	\$ 60	\$ 65	\$ 70	\$ 39
Cardboard (OCC) #11	\$ 35	\$ 35	\$ 35	\$ 45	\$ 50	\$ 55	\$ 55	\$ 60	\$ 70	\$ 80	\$ 85	\$ 90	\$ 58
DLK #13	\$ 50	\$ 55	\$ 55	\$ 70	\$ 80	\$ 85	\$ 85	\$ 90	\$ 95	\$ 105	\$ 110	\$ 115	\$ 83
Sorted Resi News #56	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 30	\$ 40	\$ 45	\$ 50	\$ 55	\$ 30
Mags OMG #10	\$ 195	\$ 195	\$ 185	\$ 180	\$ 165	\$ 145	\$ 130	\$ 115	\$ 105	\$ 100	\$ 95	\$ 95	\$ 142
Coated Groundwood Sections #44	\$ 195	\$ 195	\$ 185	\$ 180	\$ 165	\$ 145	\$ 130	\$ 115	\$ 105	\$ 100	\$ 95	\$ 95	\$ 142
Sorted Clean News #58	\$ 205	\$ 205	\$ 205	\$ 205	\$ 200	\$ 190	\$ 180	\$ 170	\$ 165	\$ 160	\$ 160	\$ 160	\$ 184
WhiteBlank News #24	\$ 335	\$ 335	\$ 325	\$ 325	\$ 315	\$ 305	\$ 295	\$ 285	\$ 275	\$ 275	\$ 270	\$ 270	\$ 301
Sorted Office Paper #37	\$ 235	\$ 230	\$ 215	\$ 205	\$ 190	\$ 170	\$ 155	\$ 145	\$ 140	\$ 140	\$ 140	\$ 140	\$ 175
Coated Book Stock #43	\$ 235	\$ 230	\$ 215	\$ 205	\$ 190	\$ 170	\$ 155	\$ 145	\$ 140	\$ 140	\$ 140	\$ 140	\$ 175
SBS heavily print #45	\$ 260	\$ 255	\$ 240	\$ 230	\$ 215	\$ 195	\$ 180	\$ 170	\$ 165	\$ 165	\$ 165	\$ 165	\$ 200
Sorted White Ledger #40	\$ 275	\$ 270	\$ 255	\$ 255	\$ 240	\$ 220	\$ 210	\$ 200	\$ 195	\$ 195	\$ 190	\$ 190	\$ 225
Manifold White Ldg #41	\$ 285	\$ 280	\$ 265	\$ 265	\$ 250	\$ 230	\$ 220	\$ 210	\$ 205	\$ 205	\$ 205	\$ 205	\$ 235
SBS lightly print #45	\$ 300	\$ 295	\$ 280	\$ 270	\$ 255	\$ 235	\$ 225	\$ 215	\$ 210	\$ 210	\$ 210	\$ 210	\$ 243
SBS unprinted #47	\$ 375	\$ 365	\$ 345	\$ 325	\$ 300	\$ 280	\$ 260	\$ 250	\$ 245	\$ 245	\$ 245	\$ 240	\$ 290
Hard White Shavings #30	\$ 395	\$ 385	\$ 365	\$ 345	\$ 320	\$ 300	\$ 280	\$ 270	\$ 265	\$ 265	\$ 265	\$ 260	\$ 310
Hard White Envelope Cuttings #31	\$ 425	\$ 415	\$ 395	\$ 375	\$ 350	\$ 330	\$ 310	\$ 300	\$ 295	\$ 295	\$ 295	\$ 290	\$ 340

COMMODITY	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	YEARLY AVE
PET	\$ 227	\$ 264	\$ 277	\$ 283	\$ 285	\$ 258	\$ 159	\$ 127	\$ 145	\$ 174	\$ 198	\$ 220	\$ 218
HDPE Natural	\$ 1,232	\$ 1,230	\$ 1,365	\$ 1,374	\$ 1,484	\$ 1,503	\$ 826	\$ 458	\$ 447	\$ 490	\$ 537	\$ 585	\$ 961
HDPE Colored	\$ 180	\$ 182	\$ 264	\$ 286	\$ 310	\$ 335	\$ 186	\$ 114	\$ 176	\$ 252	\$ 322	\$ 369	\$ 248
LDPE	\$ 313	\$ 312	\$ 338	\$ 348	\$ 348	\$ 356	\$ 342	\$ 306	\$ 296	\$ 293	\$ 277	\$ 277	\$ 317
Polypropelene #5	\$ 107	\$ 106	\$ 162	\$ 164	\$ 202	\$ 205	\$ 152	\$ 101	\$ 100	\$ 101	\$ 101	\$ 99	\$ 133
Aluminum (U8C)	\$ 1,303	\$ 1,506	\$ 1,500	\$ 1,432	\$ 1,432	\$ 1,356	\$ 1,326	\$ 1,300	\$ 1,300	\$ 1,236	\$ 1,222	\$ 1,222	\$ 1,345
Steel cans	\$ 138	\$ 158	\$ 171	\$ 218	\$ 218	\$ 206	\$ 201	\$ 191	\$ 189	\$ 189	\$ 187	\$ 187	\$ 188

TOWN COUNCIL
Agenda Information Sheet

Meeting Date: January 23, 2024	NB #1
Agenda Item: Registrar of Voters	
Informational:	
With the retirement of Barbara Bennett, the Council must appoint a new Registrar of Voters. [The Registrar is appointed every two years. The current term expires December 31, 2024]	
Town Manager's Recommendation:	
Requested Action:	
Appoint Tyanne Vasapoli as Registrar of Voters, effective February 1, 2024, with a term to expire December 31, 2024.	
Vote	

TOWN COUNCIL
Agenda Information Sheet

Meeting Date: January 23, 2024	NB #2
Agenda Item: Motor Vehicle Agent/Excise Tax Collector	
Informational:	
With the retirement of Barbara Bennett, the Council must appoint a new Motor Vehicle Agent/Excise Tax Collector.	
Town Manager's Recommendation:	
Requested Action:	
Appoint Tyanne Vasapoli as the Motor Vehicle Agent/Excise Tax Collector, effective February 1, 2024.	
Vote	



Shenna Bellows
Secretary of State

Department of the Secretary of State
Bureau of Motor Vehicles
Municipal/Agent Services

Catherine Curtis
Deputy Secretary of State

Nikki Bachelder
Director of Vehicle Services

To: BARBARA BENNETT - MUNICIPAL AGENT
TOWN OF SOUTH BERWICK
180 MAIN ST
SOUTH BERWICK, ME 03908

January 8, 2024

MUNICIPAL BMV AGENT APPOINTMENT LETTER

Dear Municipal Agent:

We were recently notified that the current agent's appointment will be ending. Please complete and verify the information on the attached form. The completed form can be emailed, mailed or faxed to this office at the address or fax number listed below.

If you have any questions or need assistance, please contact the Municipal & Agent Services Section at (207) 624-9000 Ext. 52163. Thank you.

Sincerely,

Trisha Leathers
Municipal Coordinator



Shenna Bellows
Secretary of State

Department of the Secretary of State
Bureau of Motor Vehicles
Municipal/Agent Services

Catherine Curtis
Deputy Secretary of State

Nikki Bachelder
Director of Vehicle Services

MUNICIPAL BMV AGENT APPOINTMENT LETTER

The Municipality of **South Berwick** wishes to appoint _____
(Enter name of new agent) (DOB)

as the **Agent** ☐ or **Agent & Tax Collector** ☐ (Please check one)

in the **New Registration Level** program as a Motor Vehicle Municipal Agent.

The current agent, **Barbara Bennett** will be ending that position on ____/____/____

and the new agent will begin on ____/____/____

New Agent E-mail Address: _____

Has the New Agent completed training classes in the New Registration Level Program? YES ☐ NO ☐

Interim contact name, if any: _____

Please verify the following information. If incorrect, please draw a line through the incorrect information and provide us with the correct information. Please provide missing or omitted information in the space(s) provided.

Municipality Mailing Address
180 MAIN ST
SOUTH BERWICK, ME 03908

Municipality Physical Address
180 MAIN ST
SOUTH BERWICK, ME 03908

Municipality Inventory Shipping Address
180 MAIN ST
SOUTH BERWICK, ME 03908

Municipality Hours of Operation
MON-CLOSED,TUES-WED 9-5,THUR 9-6,FRI
CLOSED

Municipality Telephone #
207-384-3300

Municipality Fax #
207-384-3303

Municipality Email Address

(Please Print)

In order to be authorized as the Motor Vehicle Municipal Agent, we understand that under Title 29-A, this individual must be the municipal tax collector, or designated to collect excise taxes on vehicles for our municipality and must successfully complete the training program provided by the Bureau of Motor Vehicles.

New Municipal Agent _____ Date _____
(Signature required)

Municipal Official _____ Date _____
(Signature required)

Municipal Official _____ Date _____
(Signature required)

Tentative

2024-2025 Budget Schedule

January 2, 2024	Budgets to Department Heads
January 16, 2024	Town Managers begin review with Department Heads
February 5-9, 2024	Jen on Vacation
March 5, 2024	First Budget Workshop—overview/impacts/some budget review- 6:30pm Tuesday
March 7, 2024	Second Budget Workshop 6:30pm Thursday
March 12, 2024	Set date for Public Hearing (Town Council Meeting)
March 19, 2024	Budget Workshop <u>(if Needed)</u> – 6:30pm Tuesday
March 21, 2024	Budget Workshop <u>(if Needed)</u> – 6:30pm Thursday
March 26, 2024	Approve Budget Draft for Public Hearing (Town Council Meeting)
April 9, 2024	Public Hearing Prior to Town Council meeting. Town Council Adopts Budget w/Warrant (Town Council Meeting)
April 15, 2024	Annual Town Report to Printer
May 1, 2024	Town Reports available
May 21, 2024	Town Meeting

RSU 35 DISTRICT BUDGET MEETING IS SCHEDULED For May ? , 2024
THE BUDGET VALIDATION REFERENDUM IS SCHEDULED on June 11, 2024

Subject to revisions. Budget Workshops will include agenda for departmental reviews