

FARMINGTON BOARD OF SELECTMEN

Tuesday, July 22, 2014

Chairman Ryan Morgan called the meeting to order at 6:30 P.M. with the following members present: Joshua Bell, Stephan Bunker, Andrew Buckland and Michael Fogg. Town Manager Richard Davis, Town Secretary Linda Grant, Police Chief Jack Peck, Assessor Mark Caldwell and members of the press and public were also in attendance.

ITEM 1: Pledge of Allegiance to the Flag

Chairman Ryan Morgan led those present in the Pledge of Allegiance to the Flag.

ITEM 2: To Hold a Public Hearing on a New Liquor License Application for the Homestead Kitchen, Bar and Bakery, located at 186 Broadway, owned and operated by Laurie Danforth

Richard Davis reviewed the application and addenda, pointing out that the reason for the new application is that this establishment is under new ownership. He also pointed out that it has been recommended to Ms. Danforth that she also apply for a Class 11 Restaurant and Lounge license, which allows liquor to be served after the kitchen is closed. Chief Jack Peck was present and had no issue with the addition.

Chairman Ryan Morgan opened the Public Hearing under Item 2 at 6:32 P.M.

There being no comments, Chairman Ryan Morgan closed the Public Hearing under Item 2 at 6:33 P.M.

Stephan Bunker moved to approve a new liquor license application with amendment for the Homestead Kitchen, Bar and Bakery, located at 186 Broadway, owned and operated by Laurie Danforth; Joshua Bell seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

The Selectmen signed the application.

ITEM 3: To Authorize the Police Department to Work the Security Detail for the Farmington Fair

Richard Davis reviewed Police Chief Jack Peck's request as outlined in his memo dated July 18, 2014. Chief Peck and three fair officials were present and Chief Peck further explained his request. Fair Official Tom White stated that transferring this security detail to the Farmington Police Dept. will be a substantial savings for the Association, which was a goal voted on by the Board. Mr. Davis pointed out the importance of having a presence with the

ITEM 3: To Authorize the Police Department to Work the Security Detail for the Farmington Fair (Cont.)

Farmington Police Department where the event takes place in and is associated with Farmington. Chief Peck further explained the staffing and billing procedure, emphasizing that the detail's cost will not be coming out of the Police Department budget.

Andrew Buckland moved to authorize the Police Department to work the security detail for the Farmington Fair; Chief Peck reported that the Agricultural Association has asked for a minimum three year commitment, with Mr. White explaining why and clarifying that the payment rate will be negotiable within the agreed upon period of time; **Andrew Buckland rescinded his motion.** The Selectmen further discussed the Association's commitment request. It was the general consensus of the Selectmen that a written agreement will be needed.

Andrew Buckland moved to authorize the Police Department to work the security detail for the Farmington Fair for a period of three years subject to a legal document outlining the terms of the commitment as presented; Joshua Bell seconded.

VOTE	AFFIRMATIVE	5	MOTION CARRIED
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Chief Jack Peck left the meeting at 6:42 P.M.

ITEM 4: To Authorize the Town Manager to Enter into an Agreement with CAI Technologies for Geographic Information System (GIS) Services

Richard Davis explained what GIS is, how it can be utilized, and the benefits to the Town thereof. He further explained how he and certain department heads became aware of the need for GIS, and the committee that was formed to research possible implementation of said services. Mr. Davis stated that through this research the committee was confident that funds could be found in each corresponding department's Professional Services account to afford a GIS system. Assessor Mark Caldwell further explained the benefits to the Town of implementing such a system. Issues discussed included: pros and cons of bidding out the services, and the Town's policy pertaining to; three proposal obtained; since it was not budgeted nor put out to bid, wait until later in the year and look at the corresponding department budgets. All of the Selectmen were agreeable to the technology, but adamant it should be put out to bid, or at a minimum three proposals obtained, and possibly budgeted for .

Andrew Buckland moved to table this Item until November; Stephan Bunker seconded.

VOTE	AFFIRMATIVE	5	MOTION CARRIED
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Mark Caldwell left the meeting at 7:04 P.M.

ITEM 5: To Determine a Course of Action with regard to Structural Deficiencies in the Roof of the Control Building at the Wastewater Treatment Facility

Richard Davis reviewed a proposal from Lincoln/Haney Engineering Associates, Inc. dated June 17, 2014 for roof design and construction administration. Mr. Davis explained the proposed project process, stating that the proposal cost of \$4,800 can be funded from the Sewer Department Reserve account.

Stephan Bunker moved to approve the combined amounts of \$4,800 to Lincoln/Haney Engineering Associates, Inc. for their proposed design and construction administration of the Wastewater Treatment Facility control building roof; Andrew Buckland seconded.

Richard Davis clarified for the Selectmen that Lincoln/Haney is the only engineering company that he knows of that specializes in roofing. Ryan Morgan asked Mr. Davis to encourage the engineer to actually meet in person with the contractor rather than by phone.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 6: To Discuss Necessary Repairs to the Roof of the Municipal Building

Richard Davis reviewed the problem with the front entryway roof and quote for \$3,834 from the roofing company for repairing the steel portion of the roof. He stated that the cost for the structural repair of the roof is still unknown, but he should have bid results for the Board at its next meeting. Mr. Davis explained the bid specifications and reported that because this project was not budgeted, depending on the cost, a Special Town Meeting may be necessary to take funds from the Unassigned Fund Balance. Other funding options discussed were the Municipal Building Reserve account, and holding off on the parking lot sealing project that was budgeted for this year.

ITEM 7: To Award the bid for Pole Barn Repairs

Richard Davis reviewed the bid tabulation of the two bids received and the insurance claim settlement, and recommended that the bid be awarded to Broderick Construction for the amount of \$2,200.

Stephan Bunker moved to award the bid for Pole Barn repairs to Broderick Construction at a cost of \$2,200.00; Joshua Bell seconded.

The Selectmen further discussed the large difference between the two bids received, as well as future winter maintenance.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 8: To Consider an Expenditure of Approximately \$2,200 from the Municipal Building Reserve Account for the Purchase and Installation of a Heat Pump

Richard Davis reviewed the information that he found on the Efficiency Maine website regarding its Commercial Heat Pump Program. He also reviewed his findings with the lack of fins on the baseboard heaters, which is felt to be a major factor in the poor quality of heat in the building. The need to upgrade the building's air handling system in the near future was also discussed. Mr. Davis pointed out that this is an unexpected opportunity and therefore not budgeted, so the funding would have to come from the Municipal Building Reserve account. The fact that funding for the front entryway roofing project will also have to come from the Municipal Building Reserve account was also discussed, as well as the annual Town Meeting authorization for the Selectmen to overdraw an account under unexpected circumstances.

Stephan Bunker moved to authorize the Town Manager to obtain at least three quotes for the purchase and installation of a heat pump in the Conference Room to bring back to the Selectmen at their next meeting; Andrew Buckland seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 9: To Cast a Ballot for Maine Municipal Association Vice President and Executive Committee Members

Richard Davis reviewed the memo and voting materials from Maine Municipal Association dated July 8, 2014.

Ryan Morgan moved to cast a ballot for the slate of officers as presented; Joshua Bell seconded.

**VOTE AFFIRMATIVE 4 ABSTAINED 1 MOTION CARRIED
(Bunker)**

The Selectmen signed the ballot.

ITEM 10: To Approve the Minutes of July 8, 2014

Stephan Bunker moved to approve the minutes of July 8, 2014; Andrew Buckland seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 11: To Discuss Other Business

- A) Richard Davis reported that he received a call from Richard Bjorn yesterday regarding his desire to purchase a signboard to replace the banner poles at the new park that he is funding. Mr. Davis explained the advantages and disadvantages of a signboard. Discussion included public service vs. aesthetics, if the poles are put back up new poles left over from the Whittier Road project will be used, and the suggestion to relocate the poles on the property and ask Mr. Bjorn to donate a signboard for the front of the Municipal Building for Town function announcements. It was the consensus of the Board to direct the Town Manager to convey to Mr. Bjorn the Selectmen's thanks for his generosity, but they would like to attempt to relocate the banner poles to a different area of the park and evaluate the aesthetics and benefits of such a move.
- B) Stephan Bunker pointed out to Selectman Michael Fogg that the most recent Maine Townsman listed an Elected Officials Workshop at Maine Municipal Association in Augusta in late August that he might like to attend.
- C) Stephan Bunker encouraged the Selectmen to attend at least one of the two annual conference dates coming up on October 1st and 2nd.
- D) Stephan Bunker also encouraged the Selectmen to look at the criteria for nomination for the Ethel Kelley Memorial award to see if there is someone within the community that they could nominate this year or a coming year.
- E) Andrew Buckland reminded the listening audience of the upcoming Summer Festival on Saturday, July 26th from 11am-5:30pm, and concluding with a concert at the North Church at 7pm.
- F) Michael Fogg commented on the required NIMS training/certification, and he has completed the course exam.
- G) Michael Fogg asked for the status of the Assessing Services RFP. Mr. Davis reported that the changes in the RFP were emailed to the Selectmen, and since then the RFP has been mailed to potential bidders.
- H) Ryan Morgan pointed out that there will also be an antique car show at the fairgrounds this weekend so with all of the activities in Town people should be mindful of safety.

There being no further business to come before the Board, **Stephan Bunker moved to adjourn at 8:19 P.M.; Andrew Buckland seconded.**

VOTE

AFFIRMATIVE 5

MOTION CARRIED

Minutes respectfully submitted by Linda H. Grant.

Stephan M. Bunker – Secretary