

FARMINGTON BOARD OF SELECTMEN

Tuesday, August 11, 2015

Chairman Joshua Bell called the meeting to order at 6:30 p.m. with the following members present: Stephan Bunker, Andrew Buckland, Michael Fogg and Matthew Smith. Town Manager Richard Davis, Town Secretary Linda Grant, Channel 11, and members of the press were also in attendance.

ITEM 1: Pledge of Allegiance to the Flag

Chairman Joshua Bell led those present in the Pledge of Allegiance to the Flag.

ITEM 2: To Consider a Request to Reserve the Meetinghouse Park Gazebo on October 17, 2015 from 8:00 a.m. to Noon for the Annual "Kids Walk for Kids" Charity event (Franklin County Children's Task Force)

Richard Davis stated that this is an annual request and reviewed the letter of request dated July 24, 2015.

Michael Fogg moved to approve a request by the Franklin County Children's Task Force to reserve the Meetinghouse Park Gazebo on October 17, 2015 from 8:00 a.m. to 12:00 p.m. for the annual "Kids Walk for Kids" charity event; Stephan Bunker seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 3: To Consider Scheduling a Special Meeting on September 16, 2015 to Identify Future Cable-related Community Needs and Interests and Review the Performance of the Cable Operator under the Current Franchise Agreement

Richard Davis reported that the language for this item was taken from the Franchise Renewal segment, a copy of which he has provided each of the Selectmen. Mr. Davis pointed out that the BeeLine Cable franchise is due to be renewed on May 1, 2017, and explained that one of the possibilities of the renewal process is to hold a public meeting to discuss certain topics. He has received an email from George Allen at BeeLine Cable verifying that he is agreeable to the date of Wednesday, September 16th at 6:00 p.m. at the Community Center to hold said public meeting. Mr. Davis reviewed Mr. Allen's letter dated August 7, 2015, which explained those topics which may be discussed at this type of meeting. Mr. Davis also explained that Farmington will publicize and host the meeting and Wilton will be included, as the Town of Farmington has the same shared agreement and negotiations with BeeLine Cable. The Selectmen agreed that would be helpful. Mr. Davis pointed out that internet service is not regulated by the Franchise Agreement, and reviewed what is covered.

ITEM 3: To Consider Scheduling a Special Meeting on September 16, 2015 to Identify Future Cable-related Community Needs and Interests and Review the Performance of the Cable Operator under the Current Franchise Agreement (Cont.)

Stephan Bunker moved to schedule a special meeting on September 16, 2015 at 6:00 p.m. in the gymnasium of the Community Center for the purpose of identifying future cable-related community needs and interests and to review the performance of the cable operator under the current Franchise Agreement; Andrew Buckland seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

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

Richard Davis reviewed a copy of the contract and corresponding information. He stated that within a couple of months the Town will be ready to go online with the digitized property tax map information provided by Assessor John O'Donnell, and eventually will then start building data bases for the sewer and public works information. Mr. Davis reported that the setup fee for this service is \$2,500 and the annual hosting fee will be \$1,800. It is his opinion that this is the most cost effective option for providing this service, with the bulk of the fees not being due until 2016. He pointed out that currently all the Town has is a GPS and paper copies of maps which have not been updated for quite some time. Mr. Davis reported that John O'Donnell is familiar with this program, has worked with CAI Technologies, and recommends that the Town enter into this agreement.

Andrew Buckland moved to authorize the Town Manager to enter into an Agreement with CAI Technologies for Geographic Information System (GIS) internet services; Michael Fogg seconded.

Mr. Davis clarified that this expense was budgeted in the Sewer Dept. budget.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 5: To Consider Entering into an Agreement with Dirigo Engineering for Engineering Services Related to the Front Street Culvert

Richard Davis reviewed the new Maine Department of Environmental Protection (MDEP) grant funding that is available for culvert upgrades and is now up to \$95,000 per project. He and the Public Works Director feel that the box culvert at the lower end of Front Street would be an ideal candidate for the grant. It typically presents problems during flood conditions and could potentially pose an environmental problem with the

ITEM 5: To Consider Entering into an Agreement with Dirigo Engineering for Engineering Services Related to the Front Street Culvert (Cont.)

sewer main that is suspended beneath it, should it break. Aaron Dyer at Dirigo Engineering has submitted a proposal of \$4,800 to provide all of the necessary engineering information for the grant application, which is due in October. Mr. Davis stated that there is no matching requirement, and the Public Works Department will most likely do some of the prep work, but it will depend on the scope of the project as what extent of work they will be able to accomplish. He pointed out that even if the Town is not awarded the grant, the engineering services will have been completed for a future budgeted project. Mr. Davis clarified that there is too much information needed to apply for this grant without the help of a consulting service. He also clarified that the funding for the engineering services will come from the Public Works Department budget.

Stephan Bunker moved to authorize the Town Manager to enter into an Agreement with Dirigo Engineering for engineering services related to the Front Street culvert; Matthew Smith seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 6: To Consider a sale of Tax-acquired Property to the Former Owners

Richard Davis reviewed the foreclosure of the property located at 471 Clover Mill Road and explained that Treasurer Diana Young was approached by the prior owners with an interest in purchasing the property back. Ms. Young found out today that the bank will not give the prior owners a loan, so it is no longer necessary to discuss this Item. Mr. Davis reported that Ms. Young will be presenting a list of foreclosed properties to the Selectmen in the near future.

Andrew Buckland moved to postpone the discussion of this property until and at such time as the Treasurer presents the Selectmen with a list of foreclosed properties; Stephan Bunker seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 7: To Establish the Salary Range for the new Public Works Director

Richard Davis stated that he is looking for guidance from the Selectmen as he needs to advertise this position soon, but everyone needs to be in agreement on the salary range. He reviewed the Maine Municipal Association's (MMA) most recent salary survey from 2013 which reveals, compared to several other communities within the same population range, that the Town of Farmington is currently low. Mr. Davis stated that this position needs a competitive salary and therefore recommended a range of \$60,000-\$64,000,

ITEM 7: To Establish the Salary Range for the new Public Works Director (Cont.)

depending on the applicant's qualifications. The Selectmen discussed the information presented and agreed that a wider range of \$58,000-\$64,000 would aid more in negotiation. Stephan Bunker reported that MMA anticipates having the 2016 salaries automated which will make the information submitted and maintenance process easier and more timely. Discussion also included benefits and update/adjustment of job descriptions. Mr. Davis stated that it has been the Town's goal keep employee salaries/wages within a certain percentage of mid-range.

Michael Fogg moved to establish a salary range of \$58,000-\$64,000 for the new Public Works Director; Stephan Bunker seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 8: To Approve the Minutes of July 14 and 28, 2015

Stephan Bunker moved to approve the minutes of July 14 and 28, 2015; Matthew Smith seconded.

**VOTE AFFIRMATIVE 4 ABSTAINED 1 MOTION CARRIED
(Andrew Buckland)**

ITEM 9: To Discuss Other Business

A) Richard Davis reported that he received a copy of a letter of resignation from Claire Andrews from the RSU 9 Board of Directors to Superintendent Dr. Tom Ward. She cited her current work at the District Attorney's office as a conflict of interest with her Director position. Mr. Davis explained that the Selectmen need to appoint an interim Director to represent Farmington until the next municipal election in March, 2016. Claire Andrews has intimated that she knows someone who is interested in applying, but Mr. Davis has not received an application or letter as yet. He explained the application procedure to the listening audience and asked the press to announce the vacancy in their respective newspapers. He stated that it will also be on the Town's website. The Selectmen set a deadline of September 8th to submit an application. Stephan Bunker stated that he served out a term as an interim and found it to be very interesting and challenging work. He encouraged any and all who are interested to apply.

B) Stephan Bunker noted the monthly Fire Rescue Department activity report.

There being no further business to come before the Board, **Stephan Bunker moved to adjourn at 7:15 P.M.; Matthew Smith seconded.**

VOTE AFFIRMATIVE 5 MOTION CARRIED

Minutes respectfully submitted by Linda H. Grant.

Andrew R. Buckland - Secretary