FARMINGTON BOARD OF SELECTMEN

Tuesday, June 28, 2016

Chairman Joshua Bell called the meeting to order at 6:30 P.M. with the following members present: Stephan Bunker, Andrew Buckland, Matthew Smith and Michael Fogg. Town Manager Richard Davis, Town Secretary Linda Grant, Deputy Police Chief Shane Cote, Channel 11 and members of the press and public 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.

To Hold a Public Hearing on a new Liquor License Application for Townies Bar & Grill (formerly Front Street Tavern) Located at 247 Front Street, Owned and Operated by Bruce E. Hanson and Laura Jo Blair

Chairman Joshua Bell opened the Public Hearing under Item 2 at 6:32 P.M.

Owners Bruce E. Hanson and Laura Jo Blair were present. There were no comments or questions from the owners or the public.

Chairman Joshua Bell closed the Public Hearing under Item 2 at 6:33 P.M.

Stephan Bunker asked what the standards of serving liquor will be and if all employees have had training. Mr. Hanson explained that all present bar and kitchen staff are certified. Ms. Blair stated that any new hires will have hands-on training before being allowed to serve, as well as being required to obtain certification. Both owners encouraged all to come in to see and enjoy the renovations that have been made.

Andrew Buckland moved to approve a new Liquor License Application for Townies Bar & Grill (formerly Front Street Tavern) located at 247 Front Street, owned and operated by Bruce E. Hanson and Laura Jo Blair; Michael Fogg seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

The Selectmen signed the application.

ITEM 3: To Hold a Public Hearing on the 82 High Street Phase 3 Project Community Development Block Grant (CDBG) Housing Assistance (HA) Program in the amount of \$500,000 and vote to Accept said Program

Richard Davis stated that the packet that he provided the Selectmen includes a letter from Deborah Johnson, Director of the Office of Community Development, informing the Town that it has been approved for this project. Also included are sketches that show the structures that

To Hold a Public Hearing on the 82 High Street Phase 3 Project Community Development Block Grant (CDBG) Housing Assistance (HA) Program in the amount of \$500,000 and vote to Accept said Program (Cont.)

will be constructed on site, and the full application with a narrative explaining the need for the project. Mr. Davis explained that there are two votes that will need to be taken: the first, after the close of the Public Hearing, will be to confirm the members of the Community Development Advisory Committee (CDAC), and second, certifications will need to be signed as a requirement of the CDBG Program.

Chairman Joshua Bell opened the Public Hearing under Item 3 at 6:37 P.M.

Roger Condit, a member of the 82 High Street Board of Directors since its inception in the late 1980s, stated that in comparison to the first years, there have been a tiny fraction of the police calls for disturbances in recent years. Board members Rachel Jackson-Hodsdon, Janet Smith and Willena Jennings were also present. In response to Matthew Smith's inquiry as to what company will now be building the homes since Keiser Homes has closed and what the change in contractors has done to the construction time frame, Janet Smith stated that the Committee is still working with Cousineau, Inc., and have contracted with Kent Homes, which is a bigger outfit and therefore able to fast-track the project. Assurances have been made by the contractor that they will keep the project within the same time frame, and they still anticipate that all three homes will be built this year. Ms. Smith further stated that the only thing that pushed the project back a little was the CDBG funding regulations because of the wait time for the bidding process.

Chairman Joshua Bell closed the Public Hearing under Item 2 at 6:39 P.M.

Andrew Buckland moved to accept the 82 High Street 2016 Housing Assistance Grant Program in the amount of \$500,000; Matthew Smith seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

Stephan Bunker moved to approve the members of the Community Development Citizens Advisory Committee as presented; Matthew Smith seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

The Selectmen signed the authorization of Advisory Committee members, as well as the Certifications. Janet Smith reiterated that the construction of the first two buildings is anticipated to be in September and the third in November. There will be a ribbon cutting ceremony and Open House sponsored in conjunction with the project partners Franklin Savings Bank and Cousineau to be held shortly thereafter.

ITEM 4: To Approve a Tax Increment Financing (TIF) Agreement with Woodlands Senior Living subject to Town Meeting Ratification

Richard Davis stated that he and the Selectmen have had Executive Sessions and been in negotiations with the Walters' family regarding their proposal for a Tax Increment Financing (TIF) Agreement to help fund the building of a Memory Care Center here in Farmington. He further stated that during the last Executive Session there was agreement in principal with this proposal which now needs to be in the form of a public vote.

Michael Fogg moved to approve a Tax Increment Financing (TIF) with Woodlands Senior Living subject to Town Meeting ratification; Matthew Smith seconded.

Mr. Davis reviewed the following terms of the agreement as discussed during the last Executive Session: a 10-year TIF at 100% on Phase I of the project; the TIF is subject to being amended at any time with the anticipation of Phase II of the project coming in within 5 years. Mr. Davis stated that the facility will be located on the former Daku property off the Knowlton Corner Road, and he has been working with Attorney Michael Sheehan at Preti, Flaherty to come up with the terms of the Agreement itself, which will be presented for ratification at a Special Town Meeting. Mr. Davis further stated that the Special Town Meeting has tentatively been scheduled for July 26th, which Attorney Sheehan is agreeable to, and a Warrant will be ready for the Selectmen to approve and sign at their July 12th meeting.

Michael Fogg amended his motion and Matthew Smith his second to include the approval of a 10-year 100% financed TIF for Phase I of the Woodland Senior Living project.

Stephan Bunker pointed out that considerable time has been spent by the Selectmen and staff working with the parties representing the Woodlands project, including a field trip to one of the existing facilities where they were also able to meet with staff and residents. All of the Selectmen were very impressed with the business-like approach of the representatives, the facility itself, its staff and accommodations, and the employment opportunities. Each stated that they are looking forward to having a landmark facility in Farmington.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 5: To Appoint Board and Committee Members

Richard Davis reviewed the list of renewal and new Board and Committee applicants.

Board of Appeals:

Galen Dalrymple and Peter Tracy each submitted a renewal application for the two 3-year term expirations on the Board of Appeals. No applications were submitted for the two alternate 1-year term vacancies.

Board of Assessment Review:

Dennis O'Neil and Michael Otley each submitted a renewal application for the two 3-year term expirations on the Board of Assessment Review.

ITEM 5: To Appoint Board and Committee Members (Cont.)

Budget Committee:

Michael Deschenes and Clyde Ross each submitted a renewal application for the two 3-year term expirations on the Budget Committee. **No applications were submitted for one 3-year term vacancy, two 1-year term vacancies and two alternate 1-year term vacancies.

Conservation Commission:

Patty Cormier, Peter Tracy and Jane Woodman each submitted a renewal application for the three 3-year term expirations on the Conservation Commission. No applications were submitted for the unlimited associate vacancies on this Commission.

Planning Board:

Tom Eastler and Gloria McGraw each submitted a renewal application for the two 3-year term expirations, and Michael Otley and Jeffrey Wright each submitted a renewal application for two 1-year alternate term expirations on the Planning Board.

Recreation Committee:

Tom Bissell and Kim Richards each submitted a renewal application for the two 3-year term expirations on the Recreation Committee.

Zoning Board:

Joel Chandler submitted a renewal application for the one 3-year term expiration on the Zoning Board, but there remains one 3-year term vacancy, the last year in a 3-year term vacancy and two alternate 1-year term vacancies.

Stephan Bunker moved to re-appoint all applicants to the respective Board or Committee for which they applied; Matthew Smith seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 6: To Consider the Request of Deputy Police Chief Shane Cote to Retire in Place pursuant to Article XXIV of the Town of Farmington Personnel Policy

Richard Davis reviewed an excerpt from the Town of Farmington's Personnel Policy which explains that this can be done, pursuant to a vote by the Board of Selectmen. Mr. Davis pointed out that it is a cost savings to the Town when an employee retires in place because the Town's matching contribution drops significantly. Deputy Police Chief Shane Cote was present and further explained the retirement plan and savings. The Selectmen thanked DC Cote for his soon to be twenty (20) years of service.

ITEM 6: To Consider the Request of Deputy Police Chief Shane Cote to Retire in Place pursuant to Article XXIV of the Town of Farmington Personnel Policy (Cont.)

Michael Fogg moved to approve the request of Deputy Police Chief Shane Cote to retire in place pursuant to Article XXIV of the Town of Farmington Personnel Policy; Matthew Smith seconded.

The Selectmen expressed their hope that DC Cote will continue in his position for many years to come, especially with the younger officers coming onto the department needing the mentoring of a senior officer.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 7: To Approve the Second Quarter 2016 Sewer Commitment

Richard Davis reported that the rates remained the same as the first quarter of 2016: Residential/Rental and Commercial Rate = \$7.285 / 100 cubic feet Residential/Rental and Commercial Minimum = \$36.43 / 500 cubic feet

Matthew Smith moved and Stephan Bunker seconded, as Sewer Commissioners, to approve the second quarter 2016 Sewer Commitment.

VOTE AFFIRMATIVE 5 MOTION CARRIED

The Selectmen, acting as Sewer Commissioners, signed the Commitment.

Richard Davis noted an article that he found in the newsletter of the Maine Tax Collectors and Treasurers Association today regarding new sewer lien law. Mr. Davis explained that the requirement that sewer charges be committed to the Treasurer before the lien process can begin has been eliminated. The Selectmen will no longer need to sign a quarterly Warrant, as adoption of the annual sewer budget will now establish the rates for the year. Stephan Bunker asked for an update at a future meeting on the status of sewer liens.

ITEM 8: To Award the bid for Municipal Garage Insulation

Richard Davis reviewed the tabulation of the five (5) bids received, with the recommendation to award the low bid to Farmington Quality Builders of Farmington at a cost of \$21,401.18. Mr. Davis stated that the funding for this project was budgeted in the Public Works Reserve account, which currently has a balance of \$46,960.

Stephan Bunker moved to award the bid for Municipal Garage insulation to Farmington Quality Builders at a cost of \$21,401.18; Andrew Buckland seconded.

ITEM 8: To Award the bid for Municipal Garage Insulation (Cont.)

Michael Fogg questioned the disparity between the bid amounts. Mr. Davis stated that all of the contractors were given the same bid specifications, and assumes that the difference is in the cost of labor.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 9: To Award the bid for Municipal Building Heat Pumps

Richard Davis reviewed the tabulation of the four (4) bids received, with the recommendation to award the low bid to ABT Plumbing of Wilton at a cost of \$11,543.75. Mr. Davis stated that \$10,000 was budgeted for this project in the Municipal Building Land and Property Improvement account, and asked for approval to take the balance of \$1,543.75 from the Municipal Building Reserve, the current balance of that account being \$4,170 with another \$2,000 scheduled to be deposited by the end of the year.

Matthew Smith moved to award the bid for Municipal Building heat pumps to ABT Plumbing at a cost of \$11,543.75, with the over budget balance of \$1,543.75 to come from the Municipal Building Reserve account; Stephan Bunker seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 10: To Award bids for the Demolition of 112 Church Street and Construction of a Parking lot at that Location and Drainage Improvements at 219 High Street

Richard Davis reviewed the tabulation of the three (3) bids received, with the recommendation to award the low bid on both projects to Jordan Excavation at a cost of \$149,245.00 for the Church Street project with an alternate bid for sloped granite curbing at a cost of \$22,750.00, and \$9,123.00 for the High Street project, half of which is being funded by MaineDOT since it was their capital project to begin with. The overall total of the two projects is \$158,368.00 with concrete slip-form curbing, or \$170,718.00 with sloped granite curbing. Mr. Davis reported that the balance of the Downtown TIF is \$98,265.63, and explained what the capture amount will need to be from the 2016 tax commitment in order to complete the Church Street project and have a balance to carry over into 2017. Mr. Davis explained the difference between the sloped granite and slip-form concrete curbing, with his recommendation being the slip-form curbing. He also explained the need to reshape Cony Street, and the High Street drainage improvement project. Mr. Davis clarified that the two projects were combined in the hopes of getting a better contractor price, but the funding for the Church Street project will come from the Downtown TIF Reserve account, and the funding for the High Street drainage improvement project will come from the Public Works budget and MaineDOT. Mr. Davis stated that the option is being left open to install public bathrooms in the parking lot in the future.

ITEM 10: To Award bids for the Demolition of 112 Church Street and Construction of a Parking lot at that Location and Drainage Improvements at 219 High Street (Cont.)

Michael Fogg moved to award bids for the demolition of and construction of a parking lot at 112 Church Street and drainage improvements at 219 High Street to Jordan Excavation at a cost of \$158,368.00, which includes concrete slip-form curbing on the parking lot project; Matthew Smith seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

Mr. Davis stated that once the contracts are signed there will be a pre-construction meeting and plans will be outlined for completion of the projects. He anticipates demolition of the building will be accomplished before the end of July.

To Consider an Offer of \$2,002.00 for Tax-acquired Property located at the end of Court Street Extension, Tax Map U16 Lot 77A

Richard Davis explained that this was one of the foreclosed properties that the Town put out to bid, but no bids were received. The minimum bid was \$1,983, and John Rosenthal and Ann Arbor have made an offer of \$2,002.00 on this property. They would like to put a writing studio on it. Code Enforcement Officer Steve Kaiser has verified that a writing studio is permissible under the Zoning Ordinance.

Matthew Smith moved to accept an offer of \$2002.00 from John Rosenthal and Ann Arbor for tax-acquired property located at the end of Court Street Extension, Tax Map U16 Lot 77A; Stephan Bunker seconded.

Mr. Davis clarified that this procedure has met all of the bid requirements.

VOTE AFFIRMATIVE 5 MOTION CARRIED

Stephan Bunker generated a brief discussion regarding whether there would be any advantage to hiring the services of an auctioneer for this process in the future.

ITEM 12: To Write off as Uncollectable Certain Real and Personal Property Taxes

Richard Davis reviewed the list of five (5) real estate tax accounts. He reported that the trailers are gone and the taxes are therefore uncollectable. Mr. Davis also reviewed the list of twenty-five (25) personal property tax accounts. He reported that the companies are no longer in business.

Matthew Smith moved to write off as uncollectable the five (5) real estate and twenty-five (25) personal property tax accounts as presented; Andrew Buckland seconded.

ITEM 12: To Write off as Uncollectable Certain Real and Personal Property Taxes (Cont.)

Mr. Davis explained that the land that the trailers were on was not owned by the same person, so the land continues to be taxed.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 13: To Approve Two (2) Municipal Quitclaim Deeds for Foreclosed Properties

Richard Davis explained that both of these deeds are on foreclosed properties; one on which a bid was received, and one that was satisfied before the property went to bid.

Matthew Smith moved to approve a Municipal Quitclaim Deed to release any interest the Town may have in property at 964 New Vineyard Road of Corey J. Bellefeuille, and in property at 203 Ramsdell Road of George Josselyn; Andrew Buckland seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

The Selectmen signed both Quitclaim Deeds.

ITEM 14: To Approve Two (2) Cemetery lot Conveyances

Richard Davis reviewed the two Cemetery Lot Conveyances.

Matthew Smith moved to approve a Cemetery Lot Conveyance for Durrell and Joyce Jackson, and one for Philip A. and Edith L. Haines; Stephan Bunker seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

The Selectmen signed both Cemetery Lot Conveyances.

ITEM 15: To Approve the Minutes of May 24 and June 14, 2016

Matthew Smith moved to approve the minutes of May 24, 2016 and table the minutes of June 14, 2016; Stephan Bunker seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 16: To Discuss Other Business

- **A)** Richard Davis encouraged the Selectmen to observe the progress on the Front Street drainage project.
- **B)** Stephan Bunker noted Code Enforcement Officer Steve Kaiser's 30-year Town employment milestone.

ITEM 16: To Discuss Other Business (Cont.)

- C) Stephan Bunker generated a discussion regarding his membership on the County Budget Committee and whose view he is representing, ie., his personal view or representation of the entire Board, his particular concerns being with the support of the Greater Franklin Development Corporation.
- Andrew Buckland encouraged those present and the listening audience to be safe with D) fireworks this 4th of July weekend, not only physically but in regards to the fire danger.
- Joshua Bell reminded those present and the listening audience of the 4th of July parade \mathbf{E}) which starts at 10:00 A.M., as well as the July 3rd chicken barbeque and fireworks.
- F) In response to Joshua Bell's inquiry as to why there is no trash can at the Park 'N Ride lot, Richard Davis explained that a trash can tends to be abused at that location. The new Public Works Director, however, has recently been made aware that picking up trash in that parking lot is part of his Department's duties, so trash should not be an issue going forward.
- G) Stephan Bunker pointed out how nice the new trash receptacles on Broadway and Main Street are. Richard Davis pointed out how nice the flowers on the light poles on those streets are as well.
- H) In response to Joshua Bell's inquiry as to the status of the tree removal at the Riverside Cemetery, Richard Davis stated that the tree has been taken down. Mr. Davis pointed out that it was less expensive than previously quoted since another large limb had come down which the Public Works and cemetery crews took care of.

There being no further business to come before the Board. Matthew Smith moved to adjourn

at 7:40 P.M.; Andrew Buckland seconded.			
VOTE	AFFIRMATIVE	5	MOTION CARRIED
Minutes respectfully sub	mitted by Linda H. Grant.		

Andrew R. Buckland - Secretary