FARMINGTON BOARD OF SELECTMEN

Tuesday, September 27, 2016

Chairman Joshua Bell called the meeting to order at 6:30 P.M. with the following members present: Matthew Smith, Michael Fogg, Stephan Bunker and Andrew Buckland. Town Manager Richard Davis, Fire Rescue Chief Terry Bell, Town Clerk Leanne Dickey, Parks and Recreation Director Matthew Foster, Police Chief Jack Peck, Treasurer Diana Young, 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.

ITEM 2: To Hold a Public Hearing and Vote on Proposed Amendments to the Town of Farmington Traffic Ordinance

Richard Davis reviewed the posting of the Public Hearing which included an explanation of the proposed restrictions on the new parking lot at Church Street. He stated that the recommendations come from the Parking Ordinance Committee.

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

Parking Ordinance Committee secretary Paul Mills introduced himself and Committee members Fire Rescue Chief Terry Bell, Byron Davis and John Moore. Mr. Mills commended Town Manager Richard Davis for the masterful approach he used in synthesizing the details on this matter for the Committee. Mr. Mills shared parking lot and street parking census information in the area of Church Street that he had compiled over the past three weeks, as well as correspondence from several entities in that area, and the reasoning of the majority of the Committee's recommendations. Discussion included: college student/tenant overnight parking; employee parking; Police Department enforcement; and Public Works maintenance and procedure for snow removal.

Chairman Joshua Bell closed the Public Hearing under Item 2 at 6:46 P.M.

Paul Mills contributed to the Selectmen's discussion regarding the concerns of two of them with the proposed number of overnight parking spaces. The general consensus of the Selectmen was to wait and see how successful the proposed restrictions will be and re-address the Ordinance in the event they are not.

Stephan Bunker moved to approve the proposed amendments to the Town of Farmington Traffic Ordinance; Andrew Buckland seconded.

VOTE AFFIRMATIVE 4 OPPOSED 1 MOTION CARRIED (Michael Fogg)

ITEM 3: To Hold a Public Hearing and Vote on Amendments to the M.M.A. Model General Assistance Ordinance, Appendices A - D

Richard Davis reported that this is an annual occurrence and reviewed the recommended changes, as well as a memo from Welfare Director Leanne Dickey dated September 20, 2016 that further explained the recommended changes.

Chairman Joshua Bell opened the Public Hearing under Item 3 at 7:11 P.M.

There were no questions from the public.

Chairman Joshua Bell closed the Public Hearing under Item 3 at 7:11 P.M.

Stephan Bunker moved to approve the amendments to the M.M.A. Model general Assistance Ordinance, Appendices A - D; Matthew Smith seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

The Selectmen signed the signature page of the Ordinance, and thanked Welfare Director Leanne Dickey for her hard work with general assistance.

ITEM 4: To Award the bid for Gymnasium Floor Covering in Anticipation of the General Election and Approve the Purchase of same from the Reserve Account entitled "Voting Machine"

Richard Davis reviewed a memo and supporting documents from Parks and Recreation Director Matthew Foster dated September 21, 2016. Mr. Foster's memo included bid information and his proposal to purchase the floor covering from BSN Sports at a cost of \$9,769.23. Mr. Davis explained that there is a large amount of foot traffic expected in November this year due to the Presidential election, so Town Clerk Leanne Dickey would like to move the voting to the gymnasium where the process will be much more efficient. Mr. Davis further explained that there are sufficient funds for this purchase in a Reserve account originally earmarked for replacement of voting machines. Since this purchase is election related and the State now provides the voting machines, Ms. Dickey is requesting use of the funds for the purchase of the proposed floor covering. Parks and Recreation Director Matthew Foster passed around a sample of one of the floor coverings and explained the type of floor covering and storage system that is currently in use at the Community Center. Town Clerk Leanne Dickey explained the registration and voting process of the presidential elections that were held in the limited space of the basement area of the Community Center in the past. Both parties pointed out the further benefit of this purchase of being able to rent the gymnasium out more for functions. Mr. Foster explained the warranty terms of each of the floor covering bids, and pointed out the convenience of being able to easily replace any given section of the covering that he is recommending. Discussion included waiting to award the bid in order to see the sample of floor covering that is expected from Hillyard any day now, since even though the

ITEM 4: To Award the bid for Gymnasium Floor Covering in Anticipation of the General Election and Approve the Purchase of same from the Reserve Account entitled "Voting Machine" (Cont.)

Hillyard bid quote is more expensive, the warranty is for four years longer. It was suggested that Mr. Foster add an advertisement and picture of the new flooring and gymnasium rental rates to the Town's website to encourage more use.

Andrew Buckland moved to award the bid for gymnasium floor covering to BSN Sports for the cost of \$9,769.23, with funding to be taken from the "Voting Machine" Reserve account; Matthew Smith seconded.

Mr. Foster and the Selectmen further discussed waiting to see the Hillyard sample before making a decision. Mr. Davis stated that the funds have been sitting in the "Voting Machine" Reserve account for a number of years.

VOTE AFFIRMATIVE 1 OPPOSED 4 MOTION FAILED (Bell, Buckland, Bunker, Fogg)

There was further discussion by the Selectmen.

Stephan Bunker moved to defer to the decision of the Town Manager and Parks and Recreation Director after seeing the Hillyard sample as to which company to award the bid for gymnasium floor covering, with the total cost not to exceed \$11,910.00 and funding to be taken from the "Voting Machine" Reserve account; Michael Fogg seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

To Accept a \$1,000 Grant from Walmart for the Parks and Recreation Department

Parks and Recreation Director Matthew Foster passed around information on a new style of ice rink that he is proposing to purchase with the grant money in Items 5 and 6, if accepted by the Selectmen. He explained how unpredictable use of the current skating rink has been in recent years, and how time consuming maintenance has been. He also explained the cost, setup and life expectancy of the rink and liner he is proposing to purchase.

Michael Fogg moved to accept a \$1,000 grant from Walmart for the Parks and Recreation Department; Andrew Buckland seconded.

Location of the existing skating rink was discussed.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 6: To Accept a \$7,000 Grant from the Healthy Community Coalition for the Parks and Recreation Department

Andrew Buckland moved to accept a \$7,000 grant from the Healthy Community Coalition for the Parks and Recreation Department; Matthew Smith seconded.

Ice quality and thickness was discussed.

VOTE AFFIRMATIVE 5 MOTION CARRIED

To Award the bid for a ¾ ton Four-Wheel Drive Pickup for the Sewer Department

Richard Davis reviewed a tabulation of the four bids received and recommended that the bid be awarded to Quirk Ford of Augusta for the amount of \$34,885.00.

Stephan Bunker moved to award the bid for a ¾ ton four-wheel drive pickup for the Sewer Department to Quirk Ford of Augusta for the amount of \$34,885.00; Matthew Smith seconded.

Mr. Davis verified that the truck is a new 2016 model, and funding for this truck will come from a Sewer Department Vehicle Reserve account.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 8: To Award the bid for a new Police Cruiser

Richard Davis reviewed the tabulation of three bids received and Chief Peck's recommendation to award the bid for a 2016 SUV to Quirk Ford of Augusta for the amount of \$27,096. Mr. Davis stated that this vehicle will be replacing the SUV that was totaled in a motor vehicle accident this past summer. The Town received over \$14,000 from the insurance company, which be applied toward the purchase of the new vehicle.

Stephan Bunker moved to award the bid for a new 2016 SUV police cruiser to Quirk Ford of Augusta for the amount of \$27,096, and to authorize the amount of \$8,000 to be taken from the Vehicle Reserve account and the balance to be taken from the Police Department's operating budget; Matthew Smith seconded.

Chief Peck explained the funding of the purchase and interior/exterior set up of the vehicle.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 8: To Award the bid for a new Police Cruiser (Cont.)

Chief Peck reported that Farmington Fair went well even though attendance was down, but as far as public safety was concerned all went very well. He also reported that he is in the process of conducting interviews to hire another police officer, which on paper at least will bring the department back to full staff, but two officers will be going to the Police Academy in January.

ITEM 9: To Review the Sewer Lien Foreclosures

Richard Davis explained that he wasn't aware at the time that he compiled the agenda that this Item also includes property tax foreclosures. He reviewed the list of both property tax and sewer lien foreclosures that was updated by Treasurer Lucy Cook, who was present and further explained the information provided.

Michael Fogg moved to take action on the highlighted sewer lien foreclosures on the list, as well as line 25 on the list;

Mr. Davis suggested that Treasurer Lucy Cook look back in the files and craft a letter similar to those sent in the past.

Matthew Smith seconded.

Joshua Bell expressed his hesitancy with acting on any property tax foreclosures tonight where it wasn't specifically on the agenda. Mr. Davis suggested that the Selectmen wait, and he will place the property tax foreclosures on the agenda for the next scheduled meeting.

Michael Fogg and Matthew Smith withdrew their motion and second.

Andrew Buckland moved to take action on those two (2) sewer lien foreclosures that are highlighted on the list; Matthew Smith seconded.

Mr. Davis and Ms. Cook further explained the sewer lien foreclosure process as it relates to the property tax foreclosure process. It was pointed out that any property that has both sewer and property tax foreclosures should be acted on at the same time. The Selectmen further reviewed the list of foreclosures.

VOTE AFFIRMATIVE 5 MOTION CARRIED

Treasurer Lucy Cook reported that the next round of foreclosures from 2014 will be in February, 2017.

ITEM 10: To Approve a Cemetery lot Conveyance

Richard Davis reported that this Conveyance is for two (2) lots in Fairview Cemetery for Keith E. Fronk and Rachel O. Fronk of Farmington.

Matthew Smith moved to approve a Cemetery Lot Conveyance for Keith E. Fronk and Rachel O. Fronk of Farmington; Andrew Buckland seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

The Selectmen signed the Cemetery Lot Conveyance.

ITEM 11: To Approve a Municipal Quitclaim Deed

Richard Davis reported that this Quitclaim Deed was approved by the Selectmen at their last meeting but it was found that there was a scrivener's error on the deed, which has now been corrected. He stated that this Quitclaim Deed is releasing any interest the Town may have in property of Donald E. Gudbrandsen at 278 Mosher Hill Road.

Matthew Smith moved to approve a Municipal Quitclaim Deed for Donald E. Gudbrandsen at 278 Mosher Hill Road; Andrew Buckland seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

The Selectmen signed the Quitclaim Deed.

ITEM 12: To Approve the Minutes of September 13, 2016

Stephan Bunker moved to approve the minutes of September 13, 2016; Andrew Buckland seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 13: To Discuss Other Business

A) Richard Davis reported that if all goes as planned, work will begin on the repaving of the Municipal Building's front parking lot at the end of this week or beginning of next week, notice of which has been sent to the local media. Mr. Davis further reported that only the small portion of the University's entryway next to the parking lot that the Town dug up due to its deterioration will be repaved as the University is unable to share in the cost due to budget constraints. Mr. Davis stated that he has suggested to the University that they budget for repaving of the driveway next year.

ITEM 13: To Discuss Other Business (Cont.)

- **B)** Stephan Bunker expressed his appreciation and asked that thanks be given to the Public Works crew for the roadside mowing they've done.
- Michael Fogg shared an encounter that he and his wife had recently with a couple whom had just returned from leaving a parent at an Alzheimer's care facility in Boston. Mr. Fogg said he told them of the memory care facility being built in Farmington and how to get in touch with the facility. They were most appreciative as they had not heard about this facility, and it gave them hope that they might be able to bring their relative closer to home within a year. He was very gratified to have been able to help them.
- D) Joshua Bell reminded the Selectmen that in addition to the Legislative Breakfast that was held on September 24th, the Franklin County Chamber of Commerce will be holding another forum on Questions 2 and 4 at Lincoln Auditorium on Thursday, October 6th at 6:00 P.M., and the local candidates are holding another Chamber forum on Wednesday, October 12th at 7:00 A.M.
- E) Stephan Bunker noted that the Maine Municipal Executive Committee and staff were very pleased with the hospitality of everyone during the two-day meeting and dinner held here in Farmington. Mr. Bunker asked Richard Davis to send a note of thanks to Taffy Davis for extending herself, as well as the lady at the Titcomb House who led the historical tour.
- F) Joshua Bell generated a brief discussion regarding the Wilton Road paving project and the deadline for completion, which Richard Davis believes is September 30th but he will check the construction documents to be sure.

To Hold an Executive Session Pursuant To 1 M.R.S. § 405.6.A to Conduct the Manager's Annual Performance Evaluation

Matthew Smith moved to go into Executive Session at 7:35 P.M.; Andrew Buckland seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

The Selectmen came out of Executive Session at 9:15 P.M.

No action was taken.

ITEM 13: To Discuss Other Business (Cont.)

G) The Selectmen discussed the recent drainage issue on Front Street where Joe Paradis' parking lot was flooded. The problem was identified and repaired by E.L. Vining so there will be some additional cost to the project.

ITEM 13: To Discuss Other Business (Cont.)

H) Richard Davis stated that he would like to have an open discussion during the next Selectmen's meeting regarding Chief Jack Peck's salary relative to his health insurance policy. It was the consensus of the Selectmen to add this matter as an Item on the next Selectmen's meeting agenda. Joshua Bell generated a brief discussion regarding when the last time was that Chief Peck's salary was adjusted, and waiting to budget any adjustment if approved. At Mr. Davis' suggestion, the Selectmen decided to wait and discuss this matter during the 2017 budget process.

There being no further business to come before the Board, **Stephan Bunker moved to adjourn at 9:30 P.M.**; Andrew Buckland seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

Minutes respectfully submitted by Linda H. Grant.

Andrew R. Buckland - Secretary