FARMINGTON BOARD OF SELECTMEN

SPECIAL MEETING

Tuesday, May 20, 2014

Chairman Ryan Morgan called the meeting to order at 6:30 P.M. with the following members present: Joshua Bell, Stephan Bunker and Andrew Buckland. Town Manager Richard Davis, Town Secretary Linda Grant, Public Works Director Denis Castonguay, Shop Manager Greg Soule, 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 and vote on the Following Renewal Applications for Innkeeper and Lunch Wagon Permits:

- Farmington Motel, Located at 489 Farmington Falls Road, owned and operated by Rushi, LLC
- Mount Blue Motel, Located at 454 Wilton Road and Colonial Valley Motel, Located at 593 Wilton Road, owned and operated by Rick Collins
- RJ's Hot Dogs, owned and operated by Richard Joseph Sr.
- Grantlee's Mobile, owned and operated by Bernard Bates

Chairman Ryan Morgan opened the Public Hearing under Item 2 at 6:31 P.M.

There were no comments from the public.

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

Richard Davis pointed out that Grantlee's Mobile is a new application not a renewal, and Mr. Bates was present to answer any questions. Mr. Bates reviewed his menu and hours of operation.

Stephan Bunker moved to approve the renewal Innkeeper applications for Farmington Motel, Mount Blue Motel and Colonial Valley Motel, renewal Lunch Wagon Permit application for RJ's Hot Dogs, and new Lunch Wagon Permit application for Grantlee's Mobile; Andrew Buckland seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTON CARRIED (Vacant)

The Selectmen signed the five applications.

To Consider a Request from the Mt. Blue Area Garden Club to Hold its Annual Plant Sale at Meetinghouse Park on Saturday, May 16, 2015 from 7:00 a.m. to Noon

Richard Davis explained that this annual request is being made a year ahead of time.

Stephan Bunker moved to approve a request from the Mt. Blue Area Garden Club to hold its annual plant sale at Meetinghouse Park on Saturday, May 16, 2015 from 7:00 a.m. to noon; Andrew Buckland seconded.

Joshua Bell questioned liability in the event an accident happens to a vendor while selling goods in the park. Richard Davis clarified that the policy only allows vendors to sell their goods on the sidewalk.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTON CARRIED (Vacant)

ITEM 4: To Consider a Request from the Farmington Downtown Association to Authorize the Public Works Department to Water and Fertilize Hanging Plants on the Decorative Light Poles

Richard Davis reviewed an email request from Downtown Association member Gloria McGraw, who was present and further explained her request. Public Works Director Denis Castonguay explained the process used for watering and fertilizing the plants in years past, and stated that he anticipates that, if approved, the cost for everything will be approximately \$1,400. The Selectmen discussed the potential financial and labor burden on the Public Works Department budget and employees.

Stephan Bunker moved to approve the request this year and have a collaborative reevaluation earlier to the start of the season next spring; Joshua Bell seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTON CARRIED (Vacant)

ITEM 5: To Consider a Proposal to Landscape the Former Town Garage lot

Richard Davis handed out and reviewed a sketch designed by Conservation Commission member Robert Zundel. Cost and responsibility of maintenance was discussed. Mr. Davis stated that he plans to meet with Richard Bjorn regarding his level of commitment and expected involvement of the Public Works Dept.

Stephan Bunker moved to table discussion of this Item until such time as the Town Manager meets with the potential benefactor; Joshua Bell seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTON CARRIED (Vacant)

ITEM 6: To Discuss the Hiring Process for the Retiring Public Works Department Shop Manager's Replacement

Richard Davis reported that Greg Soule is retiring at the end of October after 30 years of employment with the Town. Mr. Davis reviewed the proposed revised job description and draft advertisement for Mr. Soule's replacement, as well as the job description for a proposed new position of assistant shop manager/mechanic. Public Works Director Denis Castonguay and Shop Manager Greg Soule joined in the discussion, which included: suggestion to not advertise the new position of assistant shop manager/mechanic in order to formalize the hiring of a present full-time employee who has already been doing the assistant mechanic job as part of his duties for five years; potential problems with said title relative to interaction with the foreman; changing the title to Mechanic only; not replacing the truck driver/laborer position until the 2015 budget process. The Selectmen also discussed forming a hiring committee, on which Tim Hardy has volunteered to participate.

Stephan Bunker moved to create the position of Public Works Shop Manager/Chief Mechanic, create the position of Public Works Mechanic, and to authorize Town Manager Richard Davis to advertise for the Public Works Shop Manager/Chief Mechanic position and to form a hiring committee for interviewing applicants for said position; Andrew Buckland seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTON CARRIED (Vacant)

To Authorize the Public Works Director to Acquire a Surplus 10-Wheel Dump Truck from the State of Maine Division of Purchases

Richard Davis reviewed the benefits of purchase through State surplus, as well as the State auction procedure, and status of the department's Reserve account. Denis Castonguay and Greg Soule reviewed the condition and uses of the present and proposed trucks. Funding was discussed, with Mr. Castonguay proposing the sale of the 1995 L9000 wheeler and applying the proceeds toward the proposed purchase of the 2002 International wheeler. Mr. Castonguay reported that the bids have gone out on the new single-axle replacement plow truck.

Stephan Bunker moved to authorize the Public Works Director to acquire a surplus 10-wheel dump truck from the State of Maine Division of Purchases, and to authorize the designation of funds from the sale of the 1995 L9000 wheeler back to the Public Works Department Reserve account; Andrew Buckland seconded.

The Selectmen discussed the department's and State's truck replacement schedules.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTON CARRIED (Vacant)

ITEM 8: To Accept Grant Funding from Wal-Mart in the Amount of \$750 for the Purchase of Video Games for the Parks and Recreation Department

Richard Davis clarified that video games are not the only purchases that will be made from this grant funding, and reviewed the purchases and program.

Stephan Bunker moved to accept grant funding from Wal-Mart in the amount of \$750 for the Parks and Recreation Department; Joshua Bell seconded.

Ryan Morgan and daughter Kyla, who participates in this program, endorsed the program.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTON CARRIED (Vacant)

ITEM 9: To Approve the Employment of Kelsey E. Redmond as a Playground Director in the Parks and Recreation Department

Richard Davis reviewed a memo from Parks and Recreation Assistant Director Matthew Foster dated May 14, 2014 regarding the recommended candidate for the position. He also reported that there were no issues with the prerequisite background check.

Stephan Bunker moved to approve the employment of Kelsey E. Redmond as a Playground Director in the Parks and Recreation Department; Andrew Buckland seconded.

Mr. Davis described the duties of this position for Joshua Bell.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTON CARRIED (Vacant)

ITEM 10: To Nominate a Candidate to Serve on the Maine Municipal Association's Legislative Policy Committee

Richard Davis reviewed a letter from Maine Municipal Association dated May 8, 2014. Mr. Davis stated that he has served on this Committee for a number of years and offered to continue to serve unless someone else was interested.

Stephan Bunker moved to nominate Richard Davis as a candidate to serve on the Maine Municipal Association's Legislative Policy Committee; Joshua Bell seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTON CARRIED (Vacant)

Ryan Morgan signed the nomination form. The Selectmen thanked Richard Davis for his interest and service.

ITEM 11: To clarify what Sort of Items are Appropriate for Discussion Under "Other Business" vs. Inclusion as Specific Agenda Items

Richard Davis explained that he was asked to put this Item on the agenda for the purpose of clarification as to what items should be placed specifically on the agenda. He stated that he has always felt that the "Other Business" category should be non-substantive items because by the time that section of the agenda is taken up the media often times has left. It also does not inform the general public of what is to be discussed in case they have input before or during the meeting. The Selectmen discussed the process for adding an item to an agenda, with Mr. Davis reiterating that his door is always open and he encourages keeping the line of communication open.

ITEM 12: To Approve the Minutes of May 13, 2014

The minutes of May 13, 2014 were tabled as they were not yet available.

ITEM 13: To Discuss Other Business

- A) Richard Davis reviewed the Arbor Day events that took place this date at the Old North Church. He reported that the Town received its 37th consecutive award as a Tree City, which ties Farmington with Brunswick as the only two communities in the State that have held the award for that long a period of time. He commended the Conservation Commission for the work that they do. He also commented on how fortunate the Town is to have the Old North Church.
- **B**) Stephan Bunker wished those present a good Memorial Day weekend and reviewed the scheduled weekend events.
- C) Andrew Buckland reviewed upcoming activities of and to be held at Old North Church.
- **D**) Ryan Morgan pointed out his observation of activity, construction and home improvements in and to the betterment of the community.

There being no further business to come before the Board, Stephan Bunker moved to adjourn at 8:30 P.M.; Joshua Bell seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTON CARRIED (Vacant)

Minutes respectfully submitted by Linda H. Grant.
Stephan M. Bunker – Secretary