#### FARMINGTON BOARD OF SELECTMEN

### Tuesday, October 28, 2014

Chairman Ryan Morgan called the meeting to order at 6:30 P.M. with the following members present: Andrew Buckland, Michael Fogg, and Joshua Bell. Stephan Bunker was unable to attend. Town Manager Richard Davis, Town Secretary Linda Grant, Code Enforcement Officer Steve Kaiser (6:30-6:30pm), Planning Assistant Cindy Gelinas, (6:30-6:39pm), Public Works Director Denis Castonguay (6:30-7pm), Shop Manager Jonathan Alexander (6:30-7pm), Mechanic applicant Scott Bouchard (6:30-7pm), Fire Rescue Chief Terry Bell (7-7:10pm), Budget Committee member Betty Jespersen and Channel 11, as well as members of the press and public were also in attendance (see attached attendance list).

# ITEM 2: To Hold a Public Hearing on the Community Development Block Grant (CDBG) for 82 High Street, Phase II and Execute Related Documents

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

Town Manager Richard Davis stated that the 82 High Street Board is submitting the final documents to the Department of Economic and Community Development (DECD) for the Community Development Block Grant (CDBG) Housing Assistance program to begin Phase II of the Project Development. He noted that this Public Hearing is a requirement of the CDBG program in order to provide information and elicit comments regarding the project. Mr. Davis stated that CDBG funds were also used a few years ago to rehabilitate the mobile homes. He further stated that the final budget summary shows \$360,000 in CDBG funds will be used to install new water, sewer, and gas lines to the existing units with an additional match of \$36,000 from the Genesis Fund for engineering and construction, along with \$4,000 in donations.

Code Enforcement Officer (CEO) Steve Kaiser reviewed the project, which is as follows: 4" ductile water main will be installed a length of 800 LF in Sawtelle Lane; 700 LF of 1" K-type copper water service lines with corporations and curb boxes; 8" SDR 35 sewer main will be installed a length of 800 LF in Sawtelle Lane; 700 LF of 6" SDR 35 sewer service lines and five manholes; 2" CTS natural gas line will be installed a length of 800 LF in Sawtelle Lane; 700 LF 1" CTS natural gas service lines with meter lock stops. Mr. Kaiser stated that the previous CDBG project was very successful in rehabilitating seventeen mobile homes. He further stated that the 82 High Street Board has been discussing the deteriorating apartment buildings and their replacement and this project will give them time to decide the next step. The engineering will be done this winter, bid process in the spring, and construction will begin next summer. The project will also include stubs for any future changes anticipated in building location.

# ITEM 2: To Hold a Public Hearing on the Community Development Block Grant (CDBG) for 82 High Street, Phase II and Execute Related Documents (Cont.)

Eighty-two High Street Board member Erick Apland stated that 82 High Street is getting healthier financially thanks to Ms. Rachel Jackson-Hodsdon's management and the rehab of the mobile homes. He further stated that the 82 High Street Board is looking into financing and other resources to replace the apartment buildings.

Mr. Morgan stated that he is an 82 High Street Board member, and he feels that things have improved greatly with the new management.

Chairman Ryan Morgan closed the Public Hearing under Item 2 at 6:37 P.M.

In answer to Joshua Bell's inquiry regarding the project's timeframe, CEO Steve Kaiser reiterated that design will be done this winter, bidding will take place in the spring, and construction will begin next summer.

Richard Davis stated that the Selectmen should sign the following documents: Community Development Citizens Advisory Committee; Standards of Conduct; Fair Housing Resolution; Residential Antidisplacement & Relocation Assistance Plan; and Equal Employment Opportunity Policy Statement.

Joshua Bell moved to proceed with the CDBG 82 High Street project Phase II Project Development; Andrew Buckland seconded.

### VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED

The Selectmen signed the required documents.

### To Hold a Public Hearing and Vote on Amendments to the M.M.A. Model General Assistance Ordinance, Appendices B and C

Chairman Ryan Morgan opened the Public Hearing under Item 3 at 6:39 P.M.

Richard Davis explained that this is an annual occurrence where adjustments are made in the maximums for various categories of general assistance, and reviewed the amendments. Ryan Morgan pointed out a typographical error in the effective date.

Chairman Ryan Morgan closed the Public Hearing under Item 3 at 6:42 P.M.

To Hold a Public Hearing and Vote on Amendments to the M.M.A. Model General Assistance Ordinance, Appendices B and C (Cont.)

Andrew Buckland moved to accept the amendments to the M.M.A. Model General Assistance Ordinance, Appendices B and C; Michael Fogg seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Stephan Bunker)

The Selectmen signed the Ordinance cover sheet.

To Consider a Request to use the Meetinghouse Park Gazebo for Musical Performances each Tuesday from 11:30 A.M. to 1:00 P.M. Beginning on June 9, 2015 and continuing each Tuesday thereafter until the last Tuesday in August, 2015 (Jeff and Donna Wells, Sandy Waite-Haskell and Ric Haskell, Margaret Arsenault and James Littlefield, and Linda Lee and Dona Whittemore)

Richard Davis stated that this is an annual request.

Joshua Bell moved to approve a request to use the Meetinghouse Park Gazebo for musical performances each Tuesday from 11:30 A.M. to 1:00 P.M. beginning on June 9, 2015 and continuing each Tuesday thereafter until the last Tuesday in August, 2015; Andrew Buckland seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Stephan Bunker)

#### ITEM 5: To Award the bid for a Front-end Loader

Richard Davis reviewed the bid process and thirteen bids received, as well as a memo of recommendation dated October 27, 2014 from Public Works Director Denis Castonguay and Shop Manager Jonathan Alexander. Mr. Castonguay was present and further explained the bids received and demo loaders the crew tried. Mr. Alexander explained the diagnostic feature and the warranty of the loader being recommended. Bidder Bruce Webber of Beauregard Equipment was also present to help answer any questions the Selectmen may have. Delivery date, training, and leasing a loader in the interim were discussed.

Andrew Buckland moved to award the bid for a Case 621 FXR front-end loader to Beauregard Equipment at a cost of \$144,967; Joshua Bell seconded.

#### ITEM 5: To Award the bid for a Front-end Loader (Cont.)

Richard Davis explained that once this bid is finalized he will go out to bid for purchase financing, with bid award at the November 18<sup>th</sup> meeting.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Stephan Bunker)

## ITEM 6: To Confirm the Employment of Scott A. Bouchard as the Public Works Mechanic

Public Works Director Denis Castonguay introduced Scott Bouchard and reviewed his work history. He explained that four of the five applicants for the Mechanic position were interviewed and it was felt that Mr. Bouchard is the best candidate for the position. Mr. Bouchard thanked the Selectmen for the opportunity and expressed his desire to do the job to the benefit of the Town.

Michael Fogg moved to confirm the employment of Scott A. Bouchard as the Public Works Mechanic; Joshua Bell seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Stephan Bunker)

# To Confirm the Employment of Brian M. Fagnant as a Probationary Firefighter

Richard Davis reported that interviews were conducted and Brian Fagnant having met all of the requirements is being recommended to be employed as a probationary firefighter. Fire Rescue Chief Terry Bell was present and reported that only three of the four applicants he reported on at the last meeting were interviewed for regular membership, and explained the results of those interviews. Chief Bell also explained the 1-year probation period and firefighter training requirements. He stated that the roster presently stands at 27or 28 and there is the potential for 45, but to his knowledge there has never been more than 40 on the department at any given time. Chief Bell also reported that Mr. Fagnant already has his Firefighter I and II certifications, so once he is familiar with the department, and they with him, he will be at full firefighting status.

Michael Fogg moved to confirm the employment of Brian M. Fagnant as a probationary firefighter; Joshua Bell seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Stephan Bunker)

### ITEM 8: To Award the bid for Heating System Service and Maintenance

Richard Davis reviewed his memo dated October 24, 2014. He explained that it was discovered that another bid had been received from Thayer Corp. but it was much higher than the bid received from Mechanical Services, Inc., so it was his recommendation to award the bid to Mechanical Services, Inc. for a 3-year option at an annual cost of \$1,155.00. Joshua Bell generated a brief discussion regarding looking into a combined contract for all Town buildings.

Andrew Buckland moved to award the bid for heating system service and maintenance to Mechanical Services, Inc. for the 3-year option at an annual price of \$1,155.00; Joshua Bell seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Stephan Bunker)

ITEM 9: To Consider a request from Mr. Neil Silkman for an Abatement of Sewer Charges in the Amount of \$1,203.85

Richard Davis reviewed Sewer Clerk Mavis Gensel's memo dated October 15, 2014. Due to circumstances beyond Mr. Silkman's control and the fact that the water did not go through the sewer system, it was her recommendation that Mr. Silkman's request for an abatement be granted in the amount of \$1,203.85.

Michael Fogg moved to grant an abatement of sewer charges to Neil Silkman in the amount of \$1,203.85; Andrew Buckland seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Stephan Bunker)

ITEM 10: To Reappoint William Haslam to a Three Year Term on the Conservation Commission

Richard Davis explained the error that was made in William Haslam's year of term expiration, which was reported to be 2013, but was actually 2014.

Ryan Morgan moved to reappoint William Haslam to a three year term on the Conservation Commission; Andrew Buckland seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Stephan Bunker)

### ITEM 11: To Clarify the Residency Requirements for Serving on Town Committees

Richard Davis explained that this came about because of the question of whether or not a non-resident could be a member of the Downtown TIF Committee. Mr. Davis stated that his research revealed that if a Board or Committee does not have an Ordinance one does not have to be a resident to be a member. It was his recommendation to revise the application to show non-resident or resident requirements. It was the consensus of the Selectmen to revise the Board and Committee application.

# ITEM 12: To Review the Consumer Price Index for Wage and Salary Adjustments for Calendar year 2015

Richard Davis reviewed the CPI of 1.55% that will be used in the 2015 wage and salary adjustments per Personnel Policy and Collective Bargaining Agreements. He pointed out that the preliminary health insurance increase for 2015 is 10%, and since the employees share half the cost of that increase, it effectively reduces, and in some cases wipes out, the CPI increase.

Andrew Buckland moved to continue to implement the Town Policy with regard to wage and salary adjustments for calendar year 2015 at 1.55%; Michael Fogg seconded.

# VOTE AFFIRMATIVE 3 OPPOSED 1 ABSENT 1 MOTION CARRIED (Joshua Bell) (Stephan Bunker)

### To Consider Scheduling a Special Meeting to Conduct the Executive Session Listed as Item 16 on this Agenda

Richard Davis reviewed his memo dated October 24, 2014 in which he reported that Stephan Bunker has asked to be present for both Executive Session items, and gave possible dates that all Selectmen might be available to have a special Selectmen's meeting to hold the Executive Session. It was the consensus of the Selectmen present for all five of them to review their schedules and email the Town Manager as to which dates and times they would be available. Michael Fogg generated a brief discussion regarding how long each of these Executive Session items can be delayed.

### ITEM 14: To Approve the Minutes of October 14, 2014

Andrew Buckland moved to approve the minutes of October 14, 2014; Joshua Bell seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Stephan Bunker)

#### ITEM 15: To Discuss Other Business

- A) Michael Fogg expressed his discomfort at the Special Town Meeting regarding the Sign Ordinance. He asked that more information be provided to the Selectmen prior to an Ordinance change. It was the consensus of the Selectmen to have Code Enforcement Officer Steve Kaiser attend the meeting prior to any Special Town Meeting to provide clarification of the information. In answer to resident Dennis O'Neil's inquiry as to whether the Sign Ordinance Warrant Article will be presented again at the annual Town Meeting rather than a Special Town Meeting, Richard Davis stated that the portion pertaining to signs in the traffic islands will be presented again, but he is unsure of the portion pertaining to banner signs.
- B) Richard Davis pointed out that he neglected to inform the Selectmen at the last meeting regarding the amendment of the Park Policy that a new sentence was included regarding no parking allowed in any of the parks between the hours of 11:00 P.M. and 4:00 A.M. He apologized for not pointing the new sentence out at the time. It was the consensus of the Selectmen that it was an appropriate inclusion.
- C) Richard Davis reminded the Selectmen of the Regional Fire Collaboration meeting at 6:00 P.M., Wednesday, October 29<sup>th</sup> at Franklin Memorial Hospital.
- **D)** Richard Davis reported that with the completion of the paving project on the Morrison Hill Road, the Public Works Department is moving ahead towards winter operations. The final surface paving will be accomplished next year.
- E) Ryan Morgan pointed out that October is Breast Cancer Awareness month, and thanked Wiles Funeral Home for allowing his family to install their pink lights on its gazebo.

**ITEM 16:** To Hold an Executive Session Pursuant to 1 M.R.S. § 405.6.A to Discuss the Selection of a Contract Assessing Service and to Discuss the Manager's **Annual Performance Evaluation** 

Joshua Bell moved to table the Executive Session under Item 16 to a later date to be determined; Andrew Buckland seconded.

**VOTE AFFIRMATIVE** 4 **ABSENT MOTION CARRIED** 1 (Stephan Bunker)

There being no further business to come before the Board, Andrew Buckland moved to adjourn at 7:42 P.M.; Michael Fogg seconded.

Minutes respectfully submitted by Linda H. Grant.

Stephan M. Bunker – Secretary