

FARMINGTON BOARD OF SELECTMEN

Tuesday, October 27, 2015

Chairman Joshua Bell called the meeting to order at 6:30 p.m. with the following members present: Andrew Buckland, Michael Fogg and Matthew Smith. Stephan Bunker was absent. 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 Hold a Public Hearing and Vote on Amendments to the M.M.A. Model General Assistance Ordinance, Appendices A, C, and D

Richard Davis stated that this is a routine annual event.

Chairman Joshua Bell opened the Public Hearing under Item 2 at 6:31 P.M.

Richard Davis reviewed Welfare Director Leanne Dickey’s memo dated October 22, 2015 which explained the changes to Appendices A, C, and D. He stated that these amendments will be effective as soon as the Selectmen adopt them.

Chairman Joshua Bell closed the Public Hearing under Item 2 at 6:34 P.M.

Matthew Smith moved to approve the amendments to the M.M.A. Model General Assistance Ordinance, Appendices A, C, and D; Andrew Buckland seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED
(Stephan Bunker)

The Selectmen signed the Ordinance title page.

ITEM 3: To Consider the Adoption of a Resolution Declaring November 13, 2015 “World Pancreatic Cancer Day”

Richard Davis reviewed a letter of request from John Long of Skowhegan in which Mr. Long asked the Town of Farmington to consider adopting a resolution declaring November 13th as World Pancreatic Cancer Day in Farmington. Mr. Davis stated that through research he discovered that the inaugural World Pancreatic Cancer Day was November 13, 2014.

**ITEM 3: To Consider the Adoption of a Resolution Declaring November 13, 2015
“World Pancreatic Cancer Day” (Cont.)**

**Matthew Smith moved to adopt a Resolution declaring November 13, 2015 “World
Pancreatic Cancer Day”; Andrew Buckland seconded.**

Joshua Bell thanked Mr. Long for raising awareness of pancreatic cancer.

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

The Selectmen signed the Proclamation.

**ITEM 4: To Authorize the Manager to Enter an Agreement with Wright-Pierce
Engineers in the not-to-exceed Amount of \$21,614.61 for Engineering
Services related to the Farmington Falls Road/Hippach Field Sidewalk
Project**

Richard Davis explained that this agreement pertains to the engineering services for the sidewalk project that will be funded with federal funds that is administered through the Maine Department of Transportation (MaineDOT). Mr. Davis reviewed the grant and bid process that led to this agreement. He stated that before he signs the agreement, he wanted the Selectmen to be aware of the project, that the funding is available in the Town’s Sidewalk Reserve account, and that 80% of the project and 80% of the construction cost is being funded by the federal government.

**Andrew Buckland moved to authorize the Town Manager to enter an agreement
with Wright-Pierce Engineers in the not-to-exceed amount of \$21,614.61 for
engineering services related to the Farmington Falls Road/Hippach Field sidewalk
project; Michael Fogg seconded.**

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

**ITEM 5: To Determine a Course of Action with regard to the Public Works Director
Position**

Richard Davis stated that the Search Committee interviewed seven (7) candidates, two (2) of whom were suitable and one (1) who was possibly suitable. Mr. Davis reported that the two qualified candidates withdrew their applications for different reasons, which left them with no choice but to start the hiring process over again. Mr. Davis further reported that Public Works Director Denis Castonguay has agreed to continue in his position through the winter in consideration of additional compensation of \$3,850, which puts his salary in the mid-range of what is being offered to try to attract a new candidate to the position. Mr. Davis pointed out that according to a survey that he conducted, Mr. Castonguay has been underpaid, so he urged the Selectmen to consider this

ITEM 5: To Determine a Course of Action with regard to the Public Works Director Position (Cont.)

compensation, especially since this is not something that Mr. Castonguay is obligated to do. He also pointed out that the cost of re-advertising this position will have to be placed in the 2016 budget, and that they would most likely make out better re-advertising the position in the spring anyway. Mr. Davis stated that there are also personnel reassignments being considered to make things easier on Mr. Castonguay. The Director’s plowing responsibilities were discussed.

Andrew Buckland moved to approve additional compensation of \$3,850 to Public Works Director Denis Castonguay to stay in his position until sometime in the spring of 2016, the exact date as yet to be determined; Matthew Smith seconded.

Andrew Buckland pointed out that this additional compensation is what the cost will be moving forward with a new director. Mr. Davis further explained how the compensation will be applied to Mr. Castonguay’s salary.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED
(Stephan Bunker)

ITEM 6: To Review the Consumer Price Index for Wage and Salary Adjustments for Calendar year 2016

Richard Davis explained how the Cost of Living Adjustment (COLA) is calculated each year and reviewed the COLAs from the past five (5) years. He reported that the average this year has been calculated to be -0.175%. The Selectmen discussed the options that Mr. Davis presented, those being to: give employees a pay cut; give employees a zero percent COLA; or follow an excerpt from the 2014-2017 Police Department contract which allows a 1% floor and 3% ceiling on COLAs. Mr. Davis also reviewed the results of a poll that was taken by another manager of counterparts in other towns which revealed that an average COLA increase of 1.75% will be given to employees in 2016. Mr. Davis pointed out that an increase in health insurance needs to be factored in as well, since employees are required to pay 50% of any increase in health insurance. Mr. Davis recommended that all employees be given a 1% COLA in an attempt to keep employees comparable across the board. Or, if no COLA is to be given, he strongly recommended that the requirement (since 2006) of employees to pay half of any insurance increase be eliminated since that would result in a decrease in their pay without a COLA to offset it. Mr. Davis asked for guidance from the Selectmen in how they wish to proceed with the 2016 employee pay adjustments, pointing out that health insurance costs typically are not available until mid-November. It was the consensus of the Selectmen that health insurance increase requirements be scheduled for discussion at their next meeting. Mr. Davis pointed out that he needs a decision from the Selectmen on the COLA tonight as he

ITEM 6: To Review the Consumer Price Index for Wage and Salary Adjustments for Calendar year 2016 (Cont.)

needs to issue a memo to the department heads before he leaves on November 6th for a week, and in order to start the budget process the department heads will need to know how to budget wages and salaries. Mr. Davis explained how employee/dependent health insurance premiums are calculated and paid.

Andrew Buckland moved to set the 2016 COLA at 0%, and to review the split on health insurance increases as soon as possible; Michael Fogg seconded.

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

ITEM 7: To Consider an Expenditure of \$900 from the Downtown T.I.F. Reserve Account to Recondition the Municipal Parking lot Directional Signs

Richard Davis explained that he observed that, although structurally sound, the directional signs in the municipal parking lot are worn. He pointed out that the signs have been there since the 1989 downtown revitalization project. He decided to get a quote from Mike Monahan from SignWorks who originally made the signs, but Downtown TIF Committee member Paul Mills has asked for this Item to be tabled until the Committee has reviewed the request at its next meeting on Wednesday, November 18th.

Andrew Buckland moved to table Item 7 until the November 24th Selectmen's meeting in order to allow the Downtown TIF Committee to review the request at its next meeting on November 18th; Matthew Smith seconded.

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

ITEM 8: To Approve a new Road Name (Mahar Lane)

Richard Davis reviewed a memorandum from Addressing Officer Terry Bell dated October 27, 2015. He reported that this road is a private way, but is in need of a name for E-911 addressing purposes. Mr. Bell has indicated that the proposed Mahar Lane does not appear to conflict with any of the Town's approved road names.

Andrew Buckland moved to approve a new road name of Mahar Lane; Matthew Smith seconded.

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

ITEM 9: To Hear an Update on 112 Church Street

Richard Davis reported that the closing on this property has been scheduled for Tuesday, November 3, 2015. Mr. Davis further reported that the last tenant is out and the property is being cleaned out by realtor Adrian Harris and a couple of hired workers. Mr. Davis stated that he plans to do another walk through on Monday, November 2, 2015. Mr. Harris has agreed to remove any sellable appliances as compensation for his expenses, which includes the rental cost of a dumpster.

ITEM 10: To Appoint the Alternate to the Maine Municipal Association Legislative Policy Committee

Richard Davis reviewed an email from Laura Ellis, Maine Municipal Association Advocacy Associate for the State and Federal Relations Department dated October 19, 2015. Joshua Bell stated that Ryan Morgan has agreed to continue as the alternate if no one else is interested in the position. Mr. Davis pointed out that the alternate is typically a Selectman or elected official. Michael Fogg volunteered to serve as the alternate.

Andrew Buckland moved to appoint Michael Fogg as the alternate to the Maine Municipal Association Legislative Policy Committee; Matthew Smith seconded.

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

ITEM 11: To Consider Cancelling the November 10, 2015 Board of Selectmen’s Meeting

Richard Davis explained that he will not be available to attend the November 10th Selectmen’s meeting. It was his recommendation to wait until November 24th to meet again. He pointed out that a special meeting can always be scheduled if something important comes up.

Andrew Buckland moved to cancel the November 10th Board of Selectmen’s meeting; Matthew Smith seconded.

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

ITEM 12: To Approve the Minutes of October 13, 2015

Matthew Smith moved to approve the minutes of October 13, 2015; Andrew Buckland seconded.

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

