

FARMINGTON BOARD OF SELECTMEN

Tuesday, April 23, 2013

Chairman Ryan Morgan called the meeting to order at 6:30 P.M. with the following members present: Andrew Hufnagel, Jessica Berry, Dennis Pike and Joshua Bell. Town Manager Richard Davis, Town Secretary Linda Grant, Wastewater Superintendent Steve Moore, Sewer Clerk Mavis Gensel, Assessor Mark Caldwell, Planning Assistant Cindy Gelinis, Channel 11, 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 an Executive Session Pursuant to 1 M.R.S. § 405.6.A & § 405.6.E. to Consult with Legal Counsel concerning the Legal Rights and Duties of the Board with Respect to a Personnel Matter

Andrew Hufnagel moved to go into Executive Session at 6:32 P.M.; Joshua Bell seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

The Board came out of Executive Session at 7:30 P.M.

No action was taken.

ITEM 3: To Hold a Public Hearing on an Amended Town of Farmington Public Wellhead Protection Ordinance

Chairman Ryan Morgan opened the Public Hearing under Item 3 at 7:30 P.M.

Richard Davis stated that this amendment has been reviewed by the Planning Board and been sent to the Board of Selectmen for Public Hearing. He further stated that this document will require a Town Meeting vote for adoption. Mr. Davis briefly reviewed the proposed amendment, and Paul Cote, P.E. of Tata & Howard, Inc., assisted by Susan Breau-Kelley, Sourcewater Program Manager from the Maine Rural Water Association, gave a slideshow presentation on the proposed amendment. Andrew Hufnagel generated a brief discussion regarding the effects of the proposed amendment on the Willow Springs housing project on the Fairbanks Road.

Chairman Ryan Morgan closed the Public Hearing under Item 3 at 7:49 P.M.

ITEM 3: To Hold a Public Hearing on an Amended Town of Farmington Public Wellhead Protection Ordinance (Cont.)

Jessica Berry moved to approve the proposed amendment to the Town of Farmington Public Wellhead Protection Ordinance and place it as an Item on the next Special Town Meeting Warrant; Dennis Pike seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 4: To Hold a Public Hearing on a Renewal Liquor License for Aramark Educational Services, LLC

Richard Davis stated that this is a renewal application and there being no issues, all applicable department heads have signed off on the application.

Chairman Ryan Morgan opened the Public Hearing under Item 4 at 7:51 P.M.

Aramark Manager Andrew Hutchins was present to answer any questions of the Board or public.

There being no questions or comments, Chairman Ryan Morgan closed the Public Hearing under Item 4 at 7:54 P.M.

Dennis Pike moved to approve a renewal Liquor License for Aramark Educational Services, LLC; Jessica Berry seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

Mr. Davis suggested Mr. Hutchins make arrangements with Town Clerk Leanne Pinkham tomorrow to pick up the completed application.

ITEM 5: To Hear a Report on plans for UMF's 150th Anniversary Celebration (Kate Foster)

Dr. Kate Foster, UMF President, and Jennifer Erikson, Director of Alumni Relations were present. Dr. Foster stated that celebratory activities are expected to begin in September of this year, and pointed out that this is a celebration of not only UMF's history, but the history of the Town of Farmington and State of Maine as well. She asked the Town to put the date of October 9, 2013 on its calendar, as this date is Charter Day and a day-long celebration is planned. Dr. Foster reviewed the year-long activities that they have planned, which are being designed to bring many visitors to the Town of Farmington during that course of time. She and Ms. Erikson presented a draft design of the banners

ITEM 5: To Hear a Report on plans for UMF’s 150th Anniversary Celebration (Kate Foster) (Cont.)

and posters that they would like permission from the Town to hang around the campus, as well as other parts of the community, and emphasized that the University is not asking the Town for any monetary support of this year-long celebration. Dennis Pike generated a brief discussion regarding how the association of the term “Normal School” with teacher education came about.

Andrew Hufnagel moved to authorize Town Manager Richard Davis to be the liaison between the Town and UMF in facilitating upcoming activities for UMF’s 150th anniversary celebration; Dennis Pike seconded.

The Selectmen were agreeable to Mr. Davis’ inquiry as to placement of banners and/or posters on the downtown decorative street light poles.

VOTE AFFIRMATIVE 5 MOTION CARRIED

Richard Davis pointed out that Jessica Berry is also involved in the planning of the celebration activities.

ITEM 6: To Consider a Request to Allow Concessions at Hippach Field during the Farmington Area Cal Ripkin Baseball Opening Day Ceremonies on Saturday, May 4, 2013 (Mike Bolduc)

Mike Bolduc was present to answer any questions of the Board. Richard Davis reviewed Mr. Bolduc’s letter of request dated April 19, 2013.

Joshua Bell moved to allow concessions at Hippach Field during the Farmington Area Cal Ripkin Baseball Opening Day Ceremonies on Saturday, May 4, 2013; Dennis Pike seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 7: To Discuss a Plan to Replace the Retiring Wastewater Superintendent

Richard Davis explained that a Part-time line item has been added to the proposed 2013 Sewer budget in order to retain Steve Moore as a part-time employee after he retires. He reviewed that line item. The Board discussed the proposal, with Andrew Hufnagel and Ryan Morgan both voicing their concerns regarding the management role. Resident Tom Eastler and Sewer Clerk Mavis Gensel contributed comments in support of the proposal, as did Mr. Davis. The elimination of the budgeted \$2,400 Maintenance line item and prior and current manpower were also discussed. Steve Moore clarified that the purpose of this proposal is to help with tasks that he enjoys and others do not have the time to do,

ITEM 9: To Conduct a Preliminary Review of the Sewer Connection fees (Cont.)

it will be approximately two months before the Maine Rural Water Association has the data from that survey available. It was the general consensus of the Selectmen to revisit this Item once the survey data is available.

ITEM 10: To Determine a Course of Action with regard to the Development of a new Town Website

Richard Davis reported that a Website Committee has been formed and has met on three separate occasions. Mr. Davis reviewed the matrix of options that the Committee devised and resident volunteer James House compiled, and reported that the Town’s current website will not be supported as of May 31, 2013. Use of TIF funds was discussed, as well as a content management system. Resident Committee volunteer James House explained the difference between, and pros and cons of, a “Software-as-a-Service” option or a “Do-it-yourself” option. Those Committee members present recommended against Andrew Hufnagel’s request for a formal bid process because of the length of time such a process will take. There was concern about the lack of support and possible crash or suspension of the current website because of the difficulties already being experienced. Mr. House further explained the pros and cons of the two options, as well as how to determine who will provide the best open source product at the best price. Mr. Davis commended Mr. House for his help with this development process, and emphasized again that even if the website doesn’t crash, it may have to be suspended if this process goes out to bid.

Jessica Berry moved to approve the open source option for development of a new Town website; Andrew Hufnagel seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

Andrew Hufnagel moved to use the information compiled by the Website Committee to formulate a bid specification on which all vendors can base their proposals; Joshua Bell seconded.

VOTE AFFIRMATIVE 3 OPPOSED 2 MOTION CARRIED (Berry/Morgan)

James House pointed out the present problems with, and made suggestions for, administrative ownership of the Town’s three websites.

ITEM 11: To Hear an Update on the Whittier Road Erosion Situation

Richard Davis reported that the Town still does not have its permit from FEMA because the U.S. Fish and Wildlife has concerns with the design of the project. Mr. Davis explained the project and its process, depending on which design is to be used, that of

ITEM 11: To Hear an Update on the Whittier Road Erosion Situation

U.S. Fish and Wildlife or that of the consultant. He also reported that there will be a site visit at either 10:00 A.M. or 11:00 A.M. on Friday, April 26th, with a discussion following at the Municipal Building at 1:00 P.M. if any of the Selectmen are interested in attending. Funding was also discussed. Resident/ Professor Tom Eastler contributed to the discussion as well.

ITEM 12: To Award the bid for Landscaping Maintenance

Richard Davis explained that bid specifications were sent out to numerous contractors but only one proposal was received. Mr. Davis recommended awarding the bid to the sole bidder, Rocky Hill Landscaping & Nursery, Inc. for the amount of \$612.00 for the landscaping at the Municipal Building and \$800.00 for the Fairbanks Road landscaping.

Dennis Pike moved to award the landscaping maintenance bids for the Municipal Building and Fairbanks Road to Rocky Hill Landscaping & Nursery, Inc. for the total amount of \$1,412.00; Jessica Berry seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 13: To Consider an Expenditure from the Tax Increment Financing (TIF) Reserve Account to Publish a *Guide to Doing Business in Farmington* in Major Newspapers

Richard Davis explained that one of the allowable uses of TIF funds is promotion of the community as a business location. He explained Ryan Morgan's suggestion of developing an insert to place in newspapers and recommended contracting with Nancy Marshall Communications to possibly design such an insert. It was the general consensus of the Selectmen for the Town Manager to contact Nancy Marshall Communications.

ITEM 14: To Consider Applying to become a *Certified Business-Friendly Community*

Richard Davis explained the requirements for this Department of Economic & Community Development program, and stated that the two deadline dates for application opportunities are May 3, 2013 and September 6, 2013. He further explained that there is no fee for this application process, the Town just needs to qualify. Ryan Morgan explained why he is encouraging application of this distinction and its benefits if awarded.

Andrew Hufnagel moved to authorize Town Manager Richard Davis to apply for the Town of Farmington to become a *Certified Business-Friendly Community* by the September 6, 2013 deadline; Dennis Pike seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 14: To Consider Applying to become a *Certified Business-Friendly Community* (Cont.)

Jessica Berry asked Richard Davis to let the Selectmen know if there is anything any of them can do to help. Mr. Davis encouraged any interested Selectman to volunteer to serve on the Committee.

ITEM 15: To Confirm the Employment of Melissa Karno, Emily Lindsay, and Christopher Silva as Seasonal Staff for the Parks and Recreation Department

Richard Davis stated that there were no issues identified through background checks of these individuals. He reported that Melissa Karno will be an Assistant Playground Director, Emily Lindsay will be a Lifeguard, and Christopher Silva will be an outside maintenance person.

Andrew Hufnagel moved to confirm the employment of Melissa Karno, Emily Lindsay, and Christopher Silva as seasonal staff for the Parks and Recreation Department; Dennis Pike seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 16: To Approve the Minutes of April 9, 2013

The minutes of April 9, 2013 were tabled until the next meeting as they were not yet available.

ITEM 17: To Discuss Other Business

No items of other business were brought forward.

As noted, there being no further business to come before the Board, **Dennis Pike moved to adjourn at 9:55 P.M.; Jessica Berry seconded.**

VOTE AFFIRMATIVE 5 MOTION CARRIED

Minutes respectfully submitted by Linda H. Grant.

Dennis C. Pike, Secretary