

**FARMINGTON BOARD OF SELECTMEN**

**\*\*\*SPECIAL MEETING\*\*\***

**Tuesday, January 5, 2021**

**6:30 P.M.**

The meeting was conducted through remote access by telephonic, video, and electronic means. The public was able to attend by viewing the livestream at <http://mtbluetv.org/program-live-stream-farmington-selectmen.html> or Facebook at <https://www.facebook.com/MBTV11/> and/or calling 778-5874.

Chairman Matthew Smith called the meeting to order at 6:30 P.M. with the following members present: Stephan Bunker, Michael Fogg, and Joshua Bell. Scott Landry was unable to attend. Town Manager Richard Davis, Town Secretary Nancy Martin, Treasurer LucyAnn Cook, Code Enforcement Officer J. Stevens Kaiser, Interim Police Chief Shane Cote, Fire Rescue Chief Terry Bell, Deputy Chief Tim Hardy, Deputy Chief S. Clyde Ross, Captain T.D. Hardy, Parks and Recreation Director Matthew Foster, Public Works Director Phil Hutchins, and Mt. Blue TV camera operator Tom Martin were also present.

**ITEM 1: Pledge of Allegiance to the Flag**

Chairman Matthew Smith led those present in the Pledge of Allegiance to the Flag.

**ITEM 2: To Review the Following Proposed 2021 Departmental Budgets:**

- |                           |                              |
|---------------------------|------------------------------|
| A) Treasurer / Clerk      | M) Recycling                 |
| B) Cemeteries             | N) Administration            |
| C) General Assistance     | O) Committees & Events       |
| D) Assessing              | P) Municipal Building        |
| E) Code Enforcement       | Q) T.A.N.                    |
| F) Police                 | R) Other Protections         |
| G) Fire                   | S) Debt Service              |
| H) Parks & Recreation     | T) Legal Reserve             |
| I) Community Center       | U) ADA Reserve               |
| J) Public Works           | V) Contracts/Public Services |
| K) LORAP                  | W) Outside Agencies          |
| L) Five Year Road Program |                              |

Richard Davis stated that there is an overall increase over 2020 of \$742,684 or 12.16%. Mr. Davis reported that half of the increase was due to a significant increase in Worker's Compensation premiums. He explained that, because of the 2019 explosion, Worker's Compensation has paid out nearly \$2,000,000 in medical costs and will continue to pay medical costs for our injured fire fighters. Mr. Davis stated that if the Worker's Compensation cost had not increased, the total increase would be 5% over last year's budget. He reported that the Town has a healthy Unassigned Fund Balance which could be applied to this year's budget. The Town also can expect to see substantial new valuation from the solar projects. Stephan Bunker inquired about salary adjustments.

**ITEM 2: To Review the Following Proposed 2021 Departmental Budgets (continued)**

**A) Treasurer / Clerk**

Treasurer LucyAnn Cook reviewed the proposed 2021 Treasurer/Clerk budget in the amount of \$284,811, which is a decrease from 2020 of \$3,334 or -1.16%. She explained the increases in the Personnel/Expenses, Supplies/Materials, Repairs/Maintenance, and Contractual Services line items. She also explained the decreases in the Elections, Computer Equipment, and Capital Outlay line items.

**B) Cemeteries**

Treasurer LucyAnn Cook reviewed the proposed 2021 budget in the amount of \$96,485, which is an increase from 2020 of \$763, or .80%. She explained the decrease in Contractual Services. The Town did not use the backhoe services in 2020, so she eliminated them.

**C) General Assistance**

Town Manager Richard Davis reviewed the proposed 2021 General Assistance budget in the amount of \$25,000, which is the same amount as budgeted in 2020. Mr. Davis stated that request for assistance were down last year. However, as unemployment and stimulus funds are depleted the request for assistance will probably increase.

**D) Assessing**

Treasurer LucyAnn Cook reviewed the proposed 2021 Assessing budget in the amount of \$130,497, which is an increase from 2020 of \$2,257, or 1.76%. Ms. Cook explained the Assessing budget is based on the Town's contract with John O'Donnell and Associates and includes contributions to the future tax revaluation reserve.

**Q) T.A.N.**

Treasurer LucyAnn Cook reviewed the proposed 2021 T.A.N. budget in the amount of \$5,000, which is the same amount as budgeted in 2020.

**E) Code Enforcement**

Code Enforcement Officer Steve Kaiser reviewed the proposed 2021 Code Enforcement budget in the amount of \$163,593, which is an increase from 2020 of \$2,905, or 1.81%. Mr. Kaiser explained the decreases in Supplies and Materials, Advertising/Legal Fees, and Capital Outlay.

**F) Police**

Interim Police Chief Shane Cote reviewed the proposed 2021 Police Department budget in the amount of \$1,506,788, which is an increase over 2020 of \$195,129, or 14.88%. IPC Cote explained the increases in Personnel Services, Training/Education, Motor Fuel, Utilities, MV Repairs and Purchases, Contractual Services, and Capital Outlay line items. Discussion included the addition of a budget line item for K-9 expenses, which is a reserve account.

**G) Fire Rescue**

Fire Rescue Chief Terry Bell reviewed the proposed 2021 Fire Rescue Department budget in the amount of \$771,154, which is an increase over 2020 of \$204,604, or 36.11%. Chief Bell explained the increase in the Personnel Services, Personnel/Expenses, Travel/Education, Clothing/Apparel, Motor Fuel, Vehicle Maintenance, and Reserve Account line items. Discussion included adding an additional per diem fire fighter Monday through Friday for ten (10) hours per day. Chief Bell reported that he is in the process of applying for a grant to

## **ITEM 2 (G): To Review the Following Proposed 2021 Departmental Budgets (continued)**

purchase a new fire truck, which would replace Engine 2 (1995 E-One pumper truck). If the grant is awarded to Farmington, the Town would be responsible for 5% of the total cost of the new engine. Tower 3 will require approximately \$3,300 to repair the pump primer. A rust issue will be repaired in-house. The foam system in Tower 3 is not working and needs to be serviced.

### **H) Parks and Recreation**

Parks and Recreation Director Matthew Foster reviewed the proposed 2021 Parks and Recreation Department budget in the amount of \$203,342, which is an increase over 2020 of \$14,776, or 7.84%. He explained that much of the increase is due to the rise in Worker's Compensation cost and restoration of the normal program costs that were cut this past year due to the pandemic. Richard Davis stated that the pandemic has also caused a revenue loss for the department.

### **I) Community Center**

Director Matthew Foster reviewed the proposed 2021 Community Center budget in the amount of \$146,160, which is an increase over 2020 of \$9,168, or 6.69%. He explained much of the increase is due to the rise in Worker's Compensation cost, increasing the custodian's hours from twenty to twenty-five hours per week, and replacing the funds needed for emergency snow load removal on the Community Center Roof.

### **J) Public Works**

Public Works Director Philip Hutchins reviewed the proposed 2021 Public Works budget in the amount of \$1,506,216, which is an increase over 2020 of \$121,119, or 8.74%. He explained the increases in the Personnel Services, Cemeteries Maintenance, and Vehicle/Equipment Reserve line items. Joshua Bell inquired about using sand from the Sandy River. Mr. Hutchins explained that the Town requires about 10,000 cubic yards of sand each year. The amount of sand the Town can harvest from the river is based on how well the Sandy River replenished itself over the year. Some years the Town harvests approximately 1,100 yards at \$2.00 per yard. Screened sand costs \$10 per yard; however, the Town purchases sand at \$2.00 per yard and screens it, saving \$8.00 per yard. Discussion included: the need for new bucket loader and plow truck, contingency road maintenance repairs, Equipment Reserve projects, and equipment rental.

### **K) L.O.R.A.P.**

Town Manager Richard Davis reviewed the proposed 2021 L.O.R.A.P. budget in the amount of \$154,827 which is a decrease from 2020 of \$3,953, or -2.49%. Mr. Davis explained that this budget amount comes from the State.

### **L) Five Year Road Program**

Town Manager Richard Davis reviewed the proposed 2021 Five Year Road Program budget in the amount of \$300,000, which is an increase over 2020 of \$30,000, or 11.11%. Mr. Davis and Phil Hutchins explained the 2021 road projects that will be funded from this line item.

### **M) Recycling**

Public Works Director Philip Hutchins reviewed the proposed 2021 Recycling budget in the amount of \$174,612, which is an increase over 2020 of \$42,400, or 32.07%. He explained the increases in the Personnel Services and Contractual Services line items. Mr. Davis stated that he has reviewed the current recycling fees and believes the Town is collecting the appropriate fee

## **ITEM 2 (M): To Review the Following Proposed 2021 Departmental Budgets (continued)**

amounts. Mr. Hutchins explained that, due to the pandemic, many homeowners are completing home projects, which increased the amount of building materials deposited at the Recycling Center.

### **N) Administration**

Town Manager Richard Davis reviewed the proposed 2021 Administration budget in the amount of \$260,581, which is an increase over 2020 of \$6,184, or 2.43%. He explained the increases in the Personnel Services, Repair/Maintenance, and Contractual Services line items. Discussion included: Increasing the Selectmen's stipend by \$100 per year for each Selectman. The last stipend increase was approximately five (5) years ago. The proposed stipend total was increased from \$10,200 to \$10,700 per year.

### **O) Committees & Events**

Town Manager Richard Davis reviewed the proposed 2021 Committees and Events budget in the amount of \$7,800, which is the same as 2020. Michael Fogg asked the status of replacing the deteriorated Veteran's WWII Honor Roll in Meeting House Park and if any funding would come from the Special Projects account. Mr. Davis stated that no funds were budgeted for the Veteran's WWII Memorial and that expenditures from the Special Projects accounts were at the Selectmen's discretion. He believed that this was a community project, and that the Town was not taking on the full expense of replacing the monument. Matthew Smith stated that he too thought replacing the memorial was a community project. Mr. Smith stated that, due to COVID, the project planning was delayed. Mr. Smith reported that he spoke with Kent Wiles of Wiles Remembrance Center early last year, and the estimated cost to replace the memorial was \$10,000 to \$15,000. Joshua Bell stated that the project appears to be in its early stages of development, and any expenses would not be due until 2022. Mr. Davis stated that this is a long-term project, and that it would take time to research the names and assure that all WWII veterans are represented and their names properly spelled.

### **P) Municipal Building**

Town Manager Richard Davis reviewed the proposed 2021 Municipal Building budget in the amount of \$84,874, which is an increase over 2020 of \$11,826, or 16.19%. He explained the increases in the Personnel Services and Land/Property line items. Mr. Davis explained the decrease in the Heat line item. Discussion included: parking lot repairs and sealcoating, the installation of a controller system to automate air handling unit #3, security system upgrade, fuel cost, Capital Outlay Account, and upgrading the telephone system.

### **R) Other Protections**

Town Manager Richard Davis reviewed the proposed 2021 Other Protections budget in the amount of \$562,586, which is an increase over 2020 of \$5,549, or 1.00%. He explained the increase in Insurances, no increase in Traffic Light Maintenance, and the decrease in the Streetlights line item.

### **S) Debt Service**

Town Manager Richard Davis reviewed the proposed 2021 Debt Service budget in the amount of

**ITEM 2 (S): To Review the Following Proposed 2021 Departmental Budgets (continued)**

\$212,568, which is an increase over 2020 of \$115,359, or 118.67%. He explained that debt service covers the Town garage, police building, and the new fire truck bonds. Discussion included: deferment of the first payment on the new fire truck to January 6, 2021. Therefore, we must budget a double payment in 2021. The fire truck debt will be paid off in 2029. The garage debt will be paid off in one year, and the police renovations will be paid off in five years.

**T) Legal Reserve**

Town Manager Richard Davis reviewed the proposed 2021 Legal Reserve budget in the amount of \$10,000, which is a decrease from 2020 of \$20,000, or -66.67%. He reported that the current Reserve Balance is approximately \$40,000.

**U) ADA Reserve**

Town Manager Richard Davis reviewed the proposed 2021 ADA Reserve budget in the amount of \$1,000, which is the same as 2020. He explained that this line is for future accessibility projects. The current balance is \$16,849.58.

**V) Contracts / Public Services**

Town Manager Richard Davis reviewed the proposed 2021 Farmington Library appropriation request in the amount of \$205,404, which is an increase over 2020 of \$6,000 or 3.01%.

Mr. Davis reviewed the proposed 2021 Gay Cemetery appropriation request in the amount of \$1,000, which is the same as 2020.

Mr. Davis reviewed the proposed 2021 Franklin County Animal Shelter appropriation request in the amount of \$17,072, which is the same as 2020.

The proposed 2021 Contracts/Public Services group total is \$241,474, which is an increase of \$6,000 or 2.55%

**W) Outside Agencies**

Town Manager Richard Davis reviewed the proposed 2021 Outside Agencies requests in the total amount of \$17,998, which are the same as last year. Mr. Davis reported that Life Flight of Maine (LFoM) solicited the Town for financial support. He stated that LFoM transported about 38 patients from Farmington in 2020. They provided a long list of Maine towns that contribute funds each year. A lengthy discussion ensued. While all agreed that LFoM is a great organization, they questioned if taxpayer dollars should be spent on an agency that recoups its cost through invoicing insurance companies. LFoM was not added to the list of Outside Agencies.

Richard Davis reported that the first Budget Committee meeting will be at 6:00 P.M. on Wednesday, January 6<sup>th</sup> in the downstairs meeting room.

**ITEM 3: To Approve the Minutes of December 22, 2020**

**Joshua Bell moved to approve the minutes of December 22, 2020; Stephan Bunker seconded.**

**ITEM 3: To Approve the Minutes of December 22, 2020 (continued)**

**Roll Call Vote – Matthew Smith: Yes, Stephan Bunker: Yes, Michael Fogg: Yes, Joshua Bell: Yes**

**VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED  
(Landry)**

**ITEM 4: To Discuss Other Business**

- A.** Matthew Smith stated that he has a good friend who is scheduled for an eight-hour surgery tomorrow, and he wished his friend and his friend’s family the best of luck.

There being no further business to come before the Board, **Joshua Bell moved to adjourn at 9:15 P.M.; Michael Fogg seconded.**

**Roll Call Vote – Matthew Smith: Yes, Stephan Bunker: Yes, Michael Fogg: Yes, Joshua Bell: Yes**

**VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED  
(Landry)**

Minutes respectfully submitted by Nancy L. Martin.

---

Michael J. Fogg - Secretary