

FARMINGTON BOARD OF SELECTMEN

Tuesday, June 25, 2013

Chairman Ryan Morgan called the meeting to order at 6:30 P.M. with the following members present: Andrew Hufnagel, Dennis Pike, Joshua Bell and Jessica Berry. Town Manager Richard Davis, Town Secretary Linda Grant, Deputy Police Chief Shane Cote, Fire Rescue Chief Terry Bell, Planning Assistant Cindy Gelines, Assessor Mark Caldwell, 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 Consider a Request from the Skowhegan Brass Quintet to use the Meetinghouse Park Gazebo for a Free Concert on Thursday, August 8, 2013 from 7:00 p.m. to 8:00 p.m.

Richard Davis reviewed Ron Small's letter of request dated June 4, 2013, and stated that this is the third year that this quintet has offered to give a free concert.

Dennis Pike moved to approve the use of the Meetinghouse Park Gazebo by the Skowhegan Brass Quintet for a free concert on Thursday, August 8, 2013 from 7:00 p.m. to 8:00 p.m.; Joshua Bell seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 3: To Consider a Request from Safe Voices to Hold a Vigil at Meetinghouse Park on Tuesday, October 1, 2013 at 6:00 p.m. and Install Purple Lights and a Banner during October to Recognize Domestic Violence Awareness Month

Richard Davis reviewed Safe Voices' letter of request dated June 18, 2013, and stated that this is a repeat request.

Andrew Hufnagel moved to approve a request from Safe Voices to hold a vigil at Meetinghouse Park on Tuesday, October 1, 2013 at 6:00 p.m. and to approve the installation of purple lights and a banner during October; Jessica Berry seconded.

Dennis Pike asked if it would be appropriate to at least inquire as to whether the group that usually puts up pink lights for Breast Cancer Awareness in October will be submitting a request this year as well. Iris Morgan, coordinator of that event, was present and asked if the Selectmen would allow her to coordinate with Safe Voices like she did last year. After a brief discussion and Mr. Pike's suggestion to table this Item until such

ITEM 3: To Consider a Request from Safe Voices to Hold a Vigil at Meetinghouse Park on Tuesday, October 1, 2013 at 6:00 p.m. and Install Purple Lights and a Banner during October to Recognize Domestic Violence Awareness Month (Cont.)

time as coordination between the two groups is accomplished, Richard Davis suggested that the Selectmen amend their motion and second and grant this request with the provision that Safe Voices make arrangements with the other party once that request is received.

Andrew Hufnagel moved to amend his motion to include permission for installation of pink lights during the month of October in recognition of Breast Cancer Awareness Month, once that request is received and both parties have determined the coordination of the installations; Jessica Berry seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 4: To Consider a Request from the Mt. Blue Area Garden Club to hold its Annual Plant Sale at Meetinghouse Park on Saturday, May 17, 2014 from 7:00 a.m. to noon

Richard Davis explained that this request came via email and the event has also been held in Meetinghouse Park for a number of years.

Dennis Pike moved to approve a request from the Mt. Blue Area Garden Club to hold its annual plant sale at Meetinghouse Park on Saturday, May 17, 2014 from 7:00 a.m. to noon; Jessica Berry seconded.

Joshua Bell asked for and received clarification of the Park Policy relative to businesses.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 5: To Accept the Best Offer on the Surplus Fire Rescue Squad Truck

Richard Davis reviewed the four offers that were received by the Fire Rescue Department, and its recommendation to award the bid to New Vineyard Fire Department for the amount of \$3,190.

Dennis Pike moved to award the bid for the surplus 1989 Fire Rescue squad truck to the New Vineyard Fire Department for the amount of \$3,190; Andrew Hufnagel seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 6: To Accept a Proposal for Website Design Services

Richard Davis reviewed a memo dated June 24, 2013 and supporting data from Planning Assistant Cindy Gelinis, as well as a list of vendors who submitted a proposal, and a comparison sheet of the proposals. Mr. Davis stated that the Committee's recommendation is to accept the proposal of VitaSys of Bellevue, Washington for the amount of \$10,700. He further stated that although theirs is the third lowest bid, the Committee feels its services best fit the needs of the Town. Mr. Davis explained that the only source of funding for this project is through the computer network server account, but that the Assessor has suggested an appropriation from the Property Revaluation Reserve account if the Selectmen so desire. That account presently has a balance in excess of \$80,000. Assessor Mark Caldwell explained the Committee's process in selecting a design service. The Board discussed the funding and timeline to completion. Committee member James House explained why the two lowest bids were not chosen. Town resident Nancy Porter questioned the maintenance of the service and relative costs.

Andrew Hufnagel moved to award the bid for website design services to Vitasys for the amount of \$10,700; Jessica Berry seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

Dennis Pike moved to fund the website design service from the Property Revaluation Reserve; Andrew Hufnagel seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

The Selectmen complimented the Website Committee, in particular Cindy Gelinis.

ITEM 7: To Hear a Report from the Assessor on the Status of the Property Assessment Update Project

Richard Davis reviewed Assessor Mark Caldwell's spreadsheet on the assessment update project, and pointed out that the new values will be ready for commitment in August. Mr. Caldwell was present and reviewed the spreadsheet of information that he had compiled in recent weeks. He noted that as of today the percentage of tax maps reviewed is at 75%. Market versus private sales was discussed, as well as projected increases in assessments. Mr. Davis pointed out that the complicating factor this year is the natural increase in the Town and school budgets, and the reduction in the State Revenue Sharing. Resident Nancy Porter generated a brief discussion regarding procedure to be followed if a taxpayer is dissatisfied with a valuation once the entire process is complete. Mr. Caldwell addressed Mrs. Porter's concerns.

ITEM 8: To Approve the Second Quarter 2013 Sewer Commitment

Richard Davis reminded the Selectmen that a one rate system has been adopted and reviewed that rate.

Jessica Berry moved and Dennis Pike seconded, as Sewer Commissioners, to approve the following rates for the second quarter 2013 Sewer Commitment:

Residential/Rental and Commercial Rate = \$7.285 / 100 cubic feet
Residential/Rental and Commercial Minimum = \$36.43 / 500 cubic feet

VOTE AFFIRMATIVE 5 MOTION CARRIED

The Board signed the Commitment.

ITEM 9: To Review the Draft Business Attraction Brochure

Richard Davis reviewed the draft brochure, as well as discussions that have taken place with Nancy Marshall Communications regarding: possibly hiring a professional photographer; photo locations, scenes and dignitaries; testimonials; a colorized Town seal; and goals and distribution of the brochure. Mr. Davis explained that there is still a large amount of information to be gathered but he wanted the Selectmen to see what has been compiled to date to be sure they are moving in the right direction to achieve the desired product. Mr. Davis thanked Cindy Gelinis for her help with this project. He also urged the Selectmen to contact them with any ideas that they might be able to incorporate into the brochure. A promotional newspaper advertisement insert, and the insertion of a map of the entire Town in the brochure were two suggestions that the Selectmen brought forth and discussed. Authorized initial and potential expenditures were discussed, all of which will be eligible for funding from the Tax Increment Finance (TIF) Reserve account, which presently has an approximate balance of \$175,000. The Board thanked Richard Davis and Cindy Gelinis for all their efforts.

ITEM 10: To Hear an Update on the Whittier Road Erosion Issue

Richard Davis reviewed the Town's agreement with the U.S. Forest Service, the new preliminary design, negotiation efforts regarding reducing the cost of the project relative to the Town's 25% match, timeline for sending out Requests for Proposals, the long term project of developing a comprehensive study of the river, the bid process, and inspection process. Mr. Davis reiterated that the project needs to start between July 15 and September 15, but is dependent upon the weather and water level. He stated that the bank is being checked daily, and estimates that with the loss of bank to date it is presently within thirty (30) feet of the road.

ITEM 11: To Endorse the Town Manager as a Maine Town, City, and County Management Association (MTCMA) Ambassador

Richard Davis explained the Ambassador Program, stating that there is no compensation, there would be a very minimal workload, and the program basically conveys a title that formalizes the fact that he is available to give advice. He stated that the position does, however, require the endorsement of the manager’s employing Board. Andrew Hufnagel asked that any future item requiring a formal vote be a part of the agenda and not under Other Business. Mr. Davis agreed and apologized, stating that he felt the item was routine in nature. He also asked that the Selectmen reciprocate, pointing out an Item that was brought up by a Selectman at the last meeting and required a vote. Mr. Hufnagel agreed and then stated that he wishes to remove the endorsement of this Item that he gave at the last meeting, and explained why, as did Ryan Morgan and Joshua Bell. Jessica Berry and Dennis Pike voiced their support of the endorsement.

Andrew Hufnagel moved to not endorse the Town Manager as a Maine Town, City, and County Management Association Ambassador; Joshua Bell seconded.

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

ITEM 12: To Appoint Board and Committee Members

Richard Davis suggested that the Selectmen go through each Board and Committee separately, asking any questions they may have of Town Secretary Linda Grant, who has been working on this process.

Board of Appeals:

Linda Grant reviewed the two 3-year term expirations of Galen Dalrymple and Robert Vallette, one 2015 term vacancy of the late Lawrence Yeaton and two 1-year alternate term vacancies on the Board of Appeals. She reported that Galen Dalrymple has re-applied for a 3-year term and that Peter Tracy has submitted a new application for a 3-year term. She further stated that no applications were received for the one 2015 term and two alternate 1-year term vacancies.

Dennis Pike moved to re-appoint Galen Dalrymple and appoint Peter Tracy each to a 3-year term on the Board of Appeals; Andrew Hufnagel seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

Board of Assessment Review:

Linda Grant reviewed the one 3-year term expiration of the late Lawrence Yeaton and one 2014 term vacancy on the Board of Assessment Review. She reported that Dennis O’Neil, Peter Tracy and Michael Otley have each submitted a new application for a 3-year term membership. She pointed out that there would be a conflict with Peter Tracy being on this Board since he has just been appointed to the Board of Appeals.

ITEM 12: To Appoint Board and Committee Members (Cont.)

Board of Assessment Review (Cont.):

Dennis Pike moved to appoint Dennis O’Neil to a 3-year term and Michael Otley to the 2014 term vacancy on the Board of Assessment Review, with appreciation for their interest; Jessica Berry seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

Budget Committee

Linda Grant reviewed the three 3-year term expirations of Michael Deschenes, Emily Floyd and Clyde Ross, one 2014 term, one 2015 term and two 1-year alternate term vacancies on the Budget Committee. She reported that Michael Deschenes and Clyde Ross have each re-applied for a 3-year term, and Stephan Bunker has submitted a new application for a 3-year term. She further stated that no applications were received for the one 2014 term, one 2015 term and two 1-year alternate term vacancies.

Andrew Hufnagel moved to re-appoint Michael Deschenes and Clyde Ross, and appoint Stephan Bunker each to a 3-year term on the Budget Committee; Jessica Berry seconded.

Joshua Bell mentioned that it was an honor to be on the Budget Committee with Emily Floyd, and Ryan Morgan wholeheartedly agreed.

VOTE AFFIRMATIVE 5 MOTION CARRIED

Joshua Bell also expressed his thanks for Emily Floyd’s years of volunteering on various Boards and Committees.

Conservation Commission:

Linda Grant reviewed the four 3-year term expirations of Patty Cormier, William Haslam, Peter Tracy and Jane Woodman, one 2014 term vacancy, one 1-year Associate expiration of Sally Speich and one 1-year Associate vacancy on the Conservation Commission. She reported that Patty Cormier, William Haslam, Peter Tracy and Jane Woodman have each re-applied for a 3-year term, and Sally Speich has re-applied for a 3-year term instead of a 1-year Associate term, and Stephan Bunker has submitted a new application for a 3-year term. She stated that no applications were received for the one 1-year Associate vacancy.

Andrew Hufnagel moved to re-appoint Patty Cormier, William Haslam, Peter Tracy and Jane Woodman each to a 3-year term, appoint Sally Speich to the 2014 term vacancy, and appoint Stephan Bunker to a 1-year Associate term on the Conservation Commission; Dennis Pike seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 12: To Appoint Board and Committee Members (Cont.)

Planning Board:

Linda Grant reviewed the two 3-year term expirations of Tom Eastler and Tim Hardy, and two 1-year alternate term expirations of Gloria McGraw and Matthew Smith. She reported that Tom Eastler has re-applied for a 3-year term, Gloria McGraw has re-applied for either a 3-year term or 1-year alternate term, Matthew Smith has re-applied for a 3-year term rather than a 1-year alternate term, and Stephan Bunker has submitted a new application for a 3-year term. Mrs. Grant pointed out that it is standard procedure for the senior alternate to move into a term expiration if that member does not re-apply, which is the case with Tim Hardy.

Dennis Pike moved to re-appoint Tom Eastler and Gloria McGraw each to a 3-year term, re-appoint Matthew Smith to a 1-year alternate term and appoint Stephan Bunker to a 1-year alternate term on the Planning Board; Joshua Bell seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

Recreation Committee:

Linda Grant reviewed the two 3-year term expirations of Tom Bissell and Fred Conlogue and one 2015 term vacancy on the Recreation Committee. She reported that Tom Bissell has re-applied for a 3-year term. She stated that no applications were received for one 3-year term expiration or the 2015 term vacancy.

Jessica Berry moved to re-appoint Tom Bissell to a 3-year term on the Recreation Committee; Joshua Bell seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

Transportation Advisory Committee:

Linda Grant reviewed the membership of the Transportation Advisory Committee and the two new applications of Dennis O’Neil and Matthew Smith.

Dennis Pike moved to appoint Dennis O’Neil and Matthew Smith to the Transportation Advisory Committee; Andrew Hufnagel seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

Zoning Board:

Linda Grant reviewed the two 3-year term expirations of Joel Chandler and Michael Otley, the 1-year alternate term expiration of Cory Boyker, and 1-year alternate term vacancy. She reported that Joel Chandler and Michael Otley have both re-applied for a 3-year term and Cory Boyker has re-applied for either a 1-year alternate expiration or a 3-year term. She also reported that Stephan Bunker has submitted a new application for a 3-year term on this Board but it would be a conflict for him since the Selectmen have appointed him to the Planning Board.

ITEM 12: To Appoint Board and Committee Members (Cont.)

Zoning Board (Cont.):

Andrew Hufnagel moved to re-appoint Joel Chandler and Michael Otley each to a 3-year term and re-appoint Cory Boyker to a 1-year alternate term; Joshua Bell seconded.

Ryan Morgan thanked all those who applied and encouraged residents to fill the numerous vacancies, especially the Budget Committee. He also thanked Linda Grant for her hard work.

ITEM 13: To Approve the Minutes of June 11, 2013

Item 13 was tabled as the June 11, 2013 minutes were not yet available.

ITEM 14: To Discuss Other Business

- A)** Andrew Hufnagel reported that he spoke with Alan Archibald of Archie's, Inc. who has contacted the inspector from the MDEP in reference to his proposal to take over the Town's trash and recycling services. He explained Mr. Archibald's findings, which prompted Mr. Hufnagel to express his curiosity to the media as to why they did not report after the June 11th Selectmen's meeting on Mr. Archibald's proposal. It also generated a discussion regarding the research and process of this service and its potential savings to the Town. Ryan Morgan asked Mr. Hufnagel and Mr. Davis to work together to gather all of the information available for the Selectmen to review. Mr. Davis suggested that he reactivate the dormant Recycling Committee. He encouraged applicants for this Committee as there are presently only a few members.
- B)** Stephan Bunker apologized for the interruption in the meeting earlier when his fire rescue pager went off.
- C)** Dennis Pike reminded everyone of the upcoming 4th of July parade at 10:00 A.M. and wished everyone a happy, patriotic and safe holiday.
- D)** Joshua Bell generated a brief discussion regarding the State's attempt to reduce each municipality's Local Road Assistance and the impact it will have on other Town services.
- E)** Dennis Pike pointed out that gas was seven cents higher in Lewiston compared to Farmington today.

There being no further business to come before the Board, **Dennis Pike moved to adjourn at 8:13 P.M.; Andrew Hufnagel seconded.**

VOTE

AFFIRMATIVE 5

MOTION CARRIED

Minutes respectfully submitted by Linda H. Grant.

Dennis C. Pike – Secretary