FARMINGTON BOARD OF SELECTMEN

Tuesday, August 26, 2014

Chairman Ryan Morgan called the meeting to order at 6:30 P.M. with the following members present: Joshua Bell, Stephan Bunker and Michael Fogg. Andrew Buckland was absent. Town Manager Richard Davis, Town Secretary Linda Grant, Assessor Mark Caldwell (7:00-8:40 p.m.) 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 to Reserve the Meetinghouse Park Gazebo on October 18, 2014 from 8:00 a.m. to Noon for the Annual "Kids Walk for Kids" Charity event (Franklin County Children's Task Force)

Richard Davis stated that this is a repeat request and reviewed the letter of request dated August 13, 2014.

Stephan Bunker moved to approve a request from Franklin County Children's Task Force to reserve the Meetinghouse Park gazebo on October 18, 2014 from 8:00 a.m. to noon for the annual "Kids Walk for Kids" charity event; Joshua Bell seconded.

VOTE	AFFIRMATIVE	4	ABSENT	1	MOTION CARRIED		
	(Andrew Buckland)						

ITEM 3: To Consider a Request from the American Legion Post 28, VFW Post 10881, and Sandy River Young Marines to hold a POW-MIA Ceremony at Meetinghouse Park on Friday, September 19, 2014 at 5:00 p.m.

Richard Davis reviewed the letter of request from Gordon Webber, and pointed out that this group has met in the Park numerous times over the last few years for various events honoring veterans.

Stephan Bunker moved to approve a request from the American Legion Post 28, VFW Post 10881, and Sandy River Young Marines to hold a POW-MIA Ceremony at Meetinghouse Park on Friday, September 19, 2014 at 5:00 p.m.; Joshua Bell seconded.

VOTE	AFFIRMATIVE	4	ABSENT	1	MOTION CARRIED			
	(Andrew Buckland)							

ITEM 4: To Consider a Request to Place Banners on the Utility poles Downtown for the Upcoming Pumpkin Festival

Richard Davis explained that the existing pole attachment agreement between Northern New England Telephone Operations/FairPoint Communications, Central Maine Power (CMP) and the Town of Farmington is for miscellaneous attachments on the utility poles, and John Moore is requesting preliminary approval from the Selectmen to allow the attachment of the Pumpkin Festival banners. John Moore was present and further explained his request, as well as his discussion today with Peggy Cummings from CMP regarding its change in policy requiring \$5,000,000 in insurance coverage and the signing of a new pole attachment agreement. Mr. Moore handed out a copy of the email exchange between Ms. Cummings and him today. State Senator/Wilton Selectman Tom Saviello was present and reported on Wilton's \$7,000,000 insurance coverage at a cost, to the best of his knowledge, of approximately \$2,000. Mr. Moore stated that the Pumpkin Festival is scheduled for Saturday, October 4th and he would like to put the banners up sometime around the middle of September, but emphasized that he did not want to cause the Town any added expense. The Selectmen asked Mr. Davis to make an informational inquiry of Maine Municipal Association on a rider. Mr. Davis stated that he will also check with Kyes to see what the additional cost would be for this short time period. During a brief discussion regarding the expiration of the current agreement Linda Grant was able to find a copy of it and it was determined that the agreement is in effect until three (3) months after written notification of termination is given by either party, and banners are qualified attachments. Mr. Davis stated that at the time of signing, the current agreement required \$1,000,000 of insurance coverage.

Joshua Bell moved to allow banners for the upcoming October 4th Pumpkin Festival to be placed on downtown utility poles from September 14th to October 7th; Stephan Bunker seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Andrew Buckland)

Richard Davis asked the Board to move to Item 6 as Assessor Mark Caldwell had not yet arrived.

ITEM 6: To Consider Options and Timing for the Financing of a new Front end Loader

Richard Davis reported on the research that he conducted and his determination that the best finance option is to lease/purchase through one of the banks. Mr. Davis further reported that because the first payment will be due at the time of closing, a Special Town

ITEM 6: To Consider Options and Timing for the Financing of a new Front end Loader (Cont.)

Meeting will need to be held to appropriate funds from the Unassigned Fund Balance (UFB). He reviewed payment and interest rates and explained that the cost will be unknown until it is put out to bid. The Selectmen discussed the finance options presented by Mr. Davis, as well as the balances of the UFB and Equipment Reserve accounts, the need to increase the Equipment Reserve in 2015, upcoming projects to be funded out of the UFB account, and a date for a Special Town Meeting. The Selectmen also discussed the possibility of paying the lease off in 2015 since there would be no penalty and the loader was already scheduled to be replaced in 2015. Mr. Davis pointed out that the department needs another loader to stockpile winter sand. Because of the timing of the bid process, a loader will need to be rented for at least three (3) months at a cost of \$4,000/month.

Stephan Bunker moved to authorize the Town Manager to draw up a 5 year lease purchase Warrant article for a Special Town Meeting to be held on or about October 14th; Michael Fogg seconded.

Joshua Bell reiterated that it is Selectmen's goal is to pay the loader lease off through the operational budget in 2015.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Andrew Buckland)

ITEM 5: To Establish the 2014 Tax Rate

Richard Davis and Assessor Mark Caldwell reviewed, and the Selectmen discussed, Mr. Caldwell's comparisons and calculations spreadsheets. Topics discussed were the decrease of revenue sharing funds and increase in the school budget each year, as well as the Franklin Printing TIF, Downtown TIF and eligible district improvement projects, and the interest rate charged on unpaid taxes. Mr. Davis suggested appointing a committee consisting of some Selectmen and residents to brainstorm what projects the Town would like to see take place in the downtown using TIF funds.

Stephan Bunker moved to set the 2014 tax rate at an amount that will capture 28% of the downtown valuation, which rate will be at or about 17.31; Joshua Bell seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Andrew Buckland)

The Selectmen asked Mr. Davis to solicit members for a Downtown TIF Committee.

ITEM 7: To Approve two (2) Applications for Licenses to Operate Games of Chance at the Farmington Fairgrounds for Sports Projects, Inc. of Lewiston, Maine

Richard Davis stated that this is an annual event and reviewed the two applications.

Joshua Bell moved to approve two (2) applications for Licenses to Operate Games of Chance at the Farmington Fairgrounds for Sports Projects, Inc. of Lewiston, Maine; Stephan Bunker seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Andrew Buckland)

The Selectmen signed the applications.

ITEM 8: To Approve a Municipal Quitclaim Deed

Richard Davis pointed out that he had just now discovered an error in the name of one of the Selectmen on this Deed, which Linda Grant corrected. Mr. Davis then reviewed the Quitclaim Deed for Susan Walker and Susan Kennedy, personal representatives for the Estate of Gladys Lambert.

Stephan Bunker moved to approve a Municipal Quitclaim Deed for Susan Walker and Susan Kennedy, personal representatives for the Estate of Gladys Lambert; Joshua Bell seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Andrew Buckland)

The Selectmen signed the Quitclaim Deed.

ITEM 9: To Discuss the Process for Conducting the Manager's Annual Performance Evaluation

Richard Davis reviewed the paperwork he is providing the Selectmen to start this process, and explained the purpose and process of this performance evaluation to new Selectman Michael Fogg. It was the consensus of the Board to start this process on September 23rd.

ITEM 10: To Discuss Establishing an Employment Contract for the Town Manager

Richard Davis explained what an employment contract typically consists of and the process for establishing one. The Selectmen shared their reasons and concerns for feeling the need, or not, to establish said contract. Mr. Davis stated that that he is happy with the current arrangement and it is his intent, if allowed to stay, to retire in six years. He proposed establishing a three-year contract in three years so that one is in place as a

ITEM 10: To Discuss Establishing an Employment Contract for the Town Manager (Cont.)

guideline for his successor. Resident Betty Jespersen requested that an estimate of legal costs be provided before a decision is made. It was the consensus of the Board to table this matter until such time as all members have had their questions answered.

ITEM 11: To Consider a Request from the American Red Cross for a Municipal Allocation in the amount of \$1,200 for 2015

Richard Davis reviewed a letter of request dated August 18, 2014. The Selectmen and Mr. Davis reviewed, with the Board's newest member, its policy regarding allocations to outside agencies.

Stephan Bunker moved to deny a request from the American Red Cross for a municipal allocation in the amount of \$1,200 for 2015, and to encourage that agency to consider a single solicitation from the County budget at the appropriate time; Joshua Bell seconded.

Michael Fogg asked for further clarification on County allocations.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Andrew Buckland)

ITEM 12: To Approve the Minutes of July 22 and August 12, 2014

Stephan Bunker moved to approve the minutes of July 22, 2014 and table the minutes of August 12, 2014; Joshua Bell seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Andrew Buckland)

ITEM 13: To Discuss Other Business

A) Richard Davis reported that the gable end section of the front entryway roof was found to be in need of replacement as well as the roof, and the additional cost to the project is estimated to be \$1,500-\$2,000. Mr. Davis stated that two funding options are to 1) ask for funding not to exceed a certain amount on the Special Town Meeting Warrant, or 2) wait until the end of the year to determine if there are funds available in the budget. It was the consensus of the Selectmen to wait until the end of the year.

ITEM 13: To Discuss Other Business (Cont.)

- **B**) Richard Davis reported that the Public Works Department has been able to start and/or resolve numerous road projects/issues now that the torrential rains appear to have subsided.
- C) Michael Fogg generated a brief discussion regarding the recent MaineDOT paving job on the Town Farm Road.
- D) Joshua Bell questioned the absence of the banner poles at the new park. Richard Davis stated that Mr. Bjorn had the banner poles removed on his own, and we have found out in the meantime that Coca Cola is no longer producing banners. The Selectmen asked Mr. Davis to inquire of Mr. Bjorn if he is still willing to purchase a new signboard for that location.
- **E**) Michael Fogg asked for and received an explanation of the drainage problem at Prescott Field and the plan for resolving it.

There being no further business to come before the Board, Stephan Bunker moved to adjourn at 8:40 P.M.; Joshua Bell seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Andrew Buckland)

Minutes respectfully submitted by Linda H. Grant.

Stephan M. Bunker – Secretary