FARMINGTON BOARD OF SELECTMEN

Tuesday, January 26, 2016

Chairman Joshua Bell called the meeting to order at 6:30 P.M. with the following members present: Andrew Buckland, Stephan Bunker and Matthew Smith. Michael Fogg was unable to attend. Town Manager Richard Davis, Town Secretary Linda Grant, Police Chief Jack Peck, Fire Rescue Chief Terry Bell, Deputy Chief Tim Hardy, Capt. Tim Hardy, Parks and Recreation Director Matthew Foster, Public Works Director Denis Castonguay, Shop Manager Jon Alexander, Mechanic Scott Bouchard, and members of the press and public 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 Review and Make Recommendations on the Following Proposed 2016 Departmental Budgets:

Richard Davis pointed out that there are a few additions, changes to year end expenditures, and encumbrances that have been made that don't show up in the paperwork but will be explained during the presentation.

A) Treasurer / Clerk

Richard Davis stated that Treasurer Diana Young went home as she was not feeling well. He further stated that this proposal has not changed from the initial presentation, and the increase is largely attributable to the Elections and Legal/Advertising line items due to the Presidential election this year, and advertising for Diana Young's replacement, as she is retiring in October.

Stephan Bunker moved to recommend the proposed amount of \$253,665 for the 2016 Treasurer/Clerk budget, which is an increase from 2015 of \$10,781, or 4.44%; Matthew Smith seconded.

VOTE	AFFIRMATIVE	4	ABSENT	1	MOTION CARRIED
			(Michael Fo	gg)	

B) Cemeteries

Richard Davis stated that this proposal has not changed from the initial presentation, and the increase is attributable to the request for \$3,500 to do additional surveying of the cemetery for a new site for burials.

Stephan Bunker moved to recommend the proposed amount of \$77,511 for the 2016 Cemeteries budget, which is an increase from 2015 of \$4,033, or 5.49%; Matthew Smith seconded.

VOTE	AFFIRMATIVE	4	ABSENT	1	MOTION CARRIED
			(Michael Fo	gg)	

C) General Assistance

Richard Davis stated that this request is the same as 2015.

Stephan Bunker moved to recommend the proposed amount of \$25,000 for the 2016 General Assistance budget, which is the same amount as budgeted in 2015; Matthew Smith seconded.

VOTE	AFFIRMATIVE	4	ABSENT	1	MOTION CARRIED
			(Michael Fo	ogg)	

D) Assessing

Richard Davis stated that this proposal has not changed from the initial presentation, and the increase is largely attributable to two (2) one-time assessing costs of \$15,000 to produce digital photos for 1,100 properties and 875 sketches, and \$2,500 to restructure the Trio picture and sketch software, which the Assessor hopes will reduce the numerous information requests from walk-ins and telephone callers.

Matthew Smith moved to recommend the proposed amount of \$97,784 for the 2016 Assessing budget, which is an increase from 2015 of \$18,284, or 23%; Stephan Bunker seconded.

VOTE	AFFIRMATIVE	4	ABSENT	1	MOTION CARRIED
			(Michael Fo	ogg)	

E) Code Enforcement

Richard Davis stated that this proposal has not changed from the initial presentation, and is a decrease from 2015.

Matthew Smith moved to recommend the proposed amount of \$150,561 for the 2016 Code Enforcement budget, which is a decrease from 2015 of \$605, or -0.40%; Stephan Bunker seconded.

VOTE	AFFIRMATIVE	4	ABSENT	1	MOTION CARRIED
			(Michael Fo	ogg)	

F) Police

Richard Davis stated that this proposal has not changed from the initial presentation, and is a decrease from 2015. Chief Peck was present and again explained his proposal to restructure the department.

Matthew Smith moved to recommend the proposed amount of \$1,214,550 for the 2016 Police Department budget, which is a decrease from 2015 of \$30,787, or - 2.47%; Andrew Buckland seconded.

VOTE AFFIRMATIVE 3 ABSTAINED 1 ABSENT 1 MOTION CARRIED (Stephan Bunker) (Michael Fogg)

G) Fire Rescue

Richard Davis stated that the new request dated January 11, 2016 for \$440,675 is the request that more accurately reflects the hiring of four (4) full-time fire fighters. Fire Rescue Chief Terry Bell was present and stated that he has actually reduced his request again and handed out a spreadsheet with a request for \$434,492. Chief Bell again explained the need for full-time fire fighters versus per diem staff, as well as his recruitment attempts to hire call firefighters and per diem employees.

Matthew Smith moved to recommend the amount of \$401,513, which is the same amount budgeted for 2015; Andrew Buckland seconded.

Discussion continued regarding new avenues that discussion of the different scenarios may open up, and leadership opportunities for Farmington in regionalization. Richard Davis pointed out that one of the scenarios presented by Chief Bell was for the department's staffing to remain as is for the proposed amount of \$387,334, which is a

G) Fire Rescue (Cont.)

decrease of \$14,179 from the recommended motion. Mr. Davis suggested that the \$14,179, or some portion thereof, be moved to the Professional Services line item and used to hire an outside consultant to help the Town find some workable solutions to this problem, as the problem is not going to go away. Chief Bell requested that the money not be wasted if the study results are not going to be implemented. Deputy Chief Tim Hardy gave the example of how recent grant money and time were wasted on a regionalization study that never went anywhere despite many meetings and good recommendations. Capt. Tim Hardy spoke on regionalization and the need for a long-term strategic plan. Police Chief Jack Peck spoke on the savings and appreciation his department has realized from the current level of services provided by the Fire Rescue Department at accident and other scenes.

Matthew Smith and Andrew Buckland amended their motion and second to include moving \$14,179 of the recommended amount of \$401,513 to the Professional Services line item.

Andrew Buckland urged Chief Bell to conduct a more aggressive advertising campaign for per diem employees.

VOTE AFFIRMATIVE 3 ABSTAINED 1 ABSENT 1 MOTION CARRIED (Stephan Bunker) (Michael Fogg)

H) Parks and Recreation

Richard Davis stated that this proposal has not changed from the initial presentation.

Matthew Smith moved to recommend the proposed amount of \$155,640 for the 2016 Parks and Recreation Department budget, which is an increase over 2015 of \$2,900, or 1.90%; Andrew Buckland seconded.

In answer to Stephan Bunker's request for an update on the funding for insulating the Community Center and Public Works garage, Mr. Davis stated that the Public Works garage insulation costs can be funded from the Public Works Reserve account and accomplished this summer. It was thought that insulating the Community Center could be deferred to 2017, as the Fire Truck will be paid off and the debt service will drop by

H) Parks and Recreation (Cont.)

approximately \$40,000, thereby freeing funding to shift into the Community Center budget to accomplish the insulation project. Joshua Bell generated a brief discussion, to which Parks and Recreation Director Matthew Foster contributed, regarding the department's unsuccessful attempts thus far to open the skating rink.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Michael Fogg)

I) Community Center

Richard Davis stated that this proposal has not changed from the initial presentation, and the increase is largely attributable to the establishment of a Reserve account for the building.

Matthew Smith moved to recommend the proposed amount of \$116,506 for the 2016 Community Center budget, which is an increase over 2015 of \$4,295, or 3.83%; Andrew Buckland seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Michael Fogg)

J) Public Works

Richard Davis stated that the 2016 request for this budget is \$1,254,537, which is an increase over 2015 of \$15,954, or 1.29%. He further stated that the increase is attributable to the Personnel services line items and an increase in the base salary for a new Public Works Director. Public Works Director Denis Castonguay answered questions regarding the Part-time line item. Stephan Bunker pointed out that the previously agreed upon reduction of \$5,000 to the Fuel line item has not been made.

Stephan Bunker moved to recommend the proposed amount of \$1,249,537, for the 2016 Public Works budget, which is an increase over 2015 of \$10,954, or 0.88%; Matthew Smith seconded.

VOTE	AFFIRMATIVE	4	ABSENT	1	MOTION CARRIED
			(Michael Fo	gg)	

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

Richard Davis stated that this is the anticipated amount to be received from the State this year.

Matthew Smith moved to recommend the proposed amount of \$158,780 for the 2016 L.O.R.A.P. budget, which is an increase over 2015 of \$456, or 0.29%; Andrew Buckland seconded.

VOTE	AFFIRMATIVE	4	ABSENT	1	MOTION CARRIED
			(Michael Fo	gg)	

L) Five Year Road Program

Richard Davis stated that this request is the same as 2015, said funds to be used in combination with the L.O.R.A.P. funds to complete the list of roads scheduled for this year.

Matthew Smith moved to recommend the proposed amount of \$233,000 for the 2016 Five Year Road Program budget, which is the same amount as budgeted in 2015; Stephan Bunker seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Michael Fogg)

M) Public Works Reserve

Richard Davis suggested changing the title to Public Works Building Reserve. Mr. Davis stated that this request is the same as 2015 which, when added to the current balance of this Reserve account, will total \$46,960.90.

Matthew Smith moved to recommend the proposed amount of \$5,000 for the 2016 Public Works Building Reserve budget, which is the same amount as budgeted in 2015; Andrew Buckland seconded.

Mr. Davis reported that the cost estimate for insulating the Public Works garage still stands at \$35,000-\$36,000. Denis Castonguay reported that the Energy Study of the Public Works garage was done today. Shop Manager/Chief Mechanic Jonathan Alexander generated further discussion regarding the design of the garage's roof and heat loss through the garage doors.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Michael Fogg)

N) Recycling

Richard Davis stated that the 2016 request for this budget is \$69,638, which is a decrease from 2015 of \$2,500, or 3.47%. He further stated that he feels that some of the decrease is attributable to the cost of now having Archie's Inc. haul demo debris to Norridgewock. Mr. Davis expressed his concern with the built-in escalator for the Norridgewock demo tipping fees in the Contractual Services line item, pointing out that this is a pass-through account, and if it needs to be increased to keep up with the tipping fees it may be time to adjust the bulky waste disposal fees. Discussion included the decrease in the Electricity line item and the possibility of decreasing it further. Denis Castonguay pointed out that the decrease may also be attributable to the installation of a propane heater in 2015.

Matthew Smith moved to approve the proposed amount of \$68,838 for the 2016 Recycling budget, which is a decrease from 2015 of \$3,300, or -4.57%; Stephan Bunker seconded.

VOTE	AFFIRMATIVE	4	ABSENT	1	MOTION CARRIED
			(Michael Fo	gg)	

O) Administration

Richard Davis stated that this proposal has not changed from the initial presentation, and is a decrease from 2015.

Matthew Smith moved to recommend the proposed amount of \$240,052 for the 2016 Administration budget, which is a decrease from 2015 of \$1,894, or -0.78%; Andrew Buckland seconded.

VOTE	AFFIRMATIVE	4	ABSENT	1	MOTION CARRIED
			(Michael Fog	gg)	

P) Committees & Events

Richard Davis stated that this proposal has not changed from the initial presentation, which is the same amount as budgeted in 2015 and distributed in the same proportions.

Matthew Smith moved to recommend the proposed amount of \$6,800 for the 2016 Committees and Events budget, which is the same amount as budgeted in 2015; Stephan Bunker seconded.

VOTE	AFFIRMATIVE	4	ABSENT	1	MOTION CARRIED
			(Michael Fo	gg)	

Q) Municipal Building

Richard Davis pointed out that since the initial presentation reductions have been made in the Wages and FICA line items as a result of reducing the custodian's work hours, as well as the Heat line item, which is based on the locked in price that was received yesterday that will be effective July 1st. He stated that the increase in this budget is attributable to two capital improvements. The Selectmen briefly discussed the location of the heat pumps, and the anticipated efficiency and cost savings.

Matthew Smith moved to recommend the proposed amount of \$97,320 for the 2016 Municipal Building budget, which is an increase over 2015 of \$9,369, or 10.65%; Andrew Buckland seconded.

VOTE	AFFIRMATIVE	4	ABSENT	1	MOTION CARRIED
			(Michael Fo	ogg)	

R) **T.A.N.**

Richard Davis stated that this proposal has not changed from the initial presentation.

Matthew Smith moved to recommend the proposed amount of \$5,000 for the 2016 T.A.N. budget, which is the same amount as budgeted in 2015; Stephan Bunker seconded.

The Selectmen briefly discussed past use and requirements of this account.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Michael Fogg)

S) Other Protections

Richard Davis stated that this proposal has been revised since the initial presentation. He explained that the Street Lights portion of this proposal has been increased again because information has been received that Central Maine Power (CMP) will be asking for a 5% increase sometime this year.

Matthew Smith moved to recommend the proposed amount of \$497,152 for the 2016 Other Protections budget, which is an increase over 2015 of \$24,319, or 5.14%; Andrew Buckland seconded.

The Selectmen discussed continuing to pay CMP versus purchasing the Town's street lights. Richard Davis stated that the Town is working with John Moore to get an easement on the Front Street drainage project, and Mr. Moore requests that the Town be

S) Other Protections (Cont.)

more proactive in regard to lighting the 99-year lease parking lot. Mr. Davis suggested having a street light installed on a recently added pole at the entrance to Prescott Field at approximately \$21 per month. The Selectmen discussed the number and cost of the existing street lights, including the decorative street lights.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Michael Fogg)

T) Debt Service

Richard Davis stated that the Fire Truck debt will be paid off this year, which will free up \$47,000.

Matthew Smith moved to recommend the proposed amount of \$151,323 for the 2016 Debt Service budget, which is a decrease from 2015 of \$3,847, or -2.48%; Andrew Buckland seconded.

VOTE	AFFIRMATIVE	4	ABSENT	1	MOTION CARRIED
			(Michael Fo	gg)	

U) Legal Reserve

Richard Davis stated that the current balance of this Reserve account is \$12,697.68.

Stephan Bunker moved to recommend the proposed amount of \$15,000 for the 2016 Legal Reserve budget, which is the same amount as budgeted in 2015; Matthew Smith seconded.

VOTE	AFFIRMATIVE	4	ABSENT	1	MOTION CARRIED
			(Michael Fo	gg)	

V) ADA Reserve

Richard Davis stated that the current balance of this Reserve account is \$9,849.58.

Stephan Bunker moved to recommend the proposed amount of \$1,500 for the 2016 ADA Reserve budget, which is an increase over 2015 of \$500; Matthew Smith seconded.

V) ADA Reserve (Cont.)

Richard Davis stated that the increase in this budget is attributable to the Town's compliance with the MaineDOT requirement to place tactile pads at intersections when doing any sidewalk projects.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Michael Fogg)

W) Transportation Advisory Committee

Matthew Smith moved to remove this line item from the budget process; Stephan Bunker seconded.

VOTE	AFFIRMATIVE	4	ABSENT	1	MOTION CARRIED
			(Michael Fo	gg)	

X) Contracts / Public Services

Richard Davis reviewed the Farmington Public Library, Gay Cemetery and Franklin County Animal Shelter proposals in this budget, stating that the total for the Contracts / Public Services appropriations is \$166,020, which is an increase over 2015 of \$3,710, or 2.29%.

Matthew Smith moved to recommend the proposed amount of \$149,500 for the 2016 Farmington Library appropriation request, which is an increase over 2015 of \$2,834, or 1.9%; \$1,000 for the 2016 Gay Cemetery appropriation request, which is an increase over 2015 of \$100; and \$15,520 for the 2016 Franklin County Animal Shelter appropriation request; the total appropriations for Contracts / Public Services being \$166,020, which is an increase over 2015 of \$3,710, or 2.29%; Stephan Bunker seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Michael Fogg)

Richard Davis reported that the Budget Committee will be meeting tomorrow night to vote on its recommendations.

ITEM 7: To Discuss Other Business

A) Stephan Bunker pointed out, in light of the late hour and imminent departure of the press, that nomination papers are now available for two (2) Selectmen and two (2) school board positions, and are due back by Friday, February 12th.

ITEM 3: To Approve a *Resolution for Membership and Appointment of Voting Delegate Representative and Alternate* for the Maine Service Centers Coalition

Richard Davis stated that this is a renewal with no change in the dues. He further stated that in the past he has been the voting delegate and Joshua Bell has been the alternate and both of them were willing to continue serving in those positions.

Stephan Bunker moved to approve a *Resolution for Membership and Appointment of Voting Delegate Representative and Alternate* for the Maine Service Centers Coalition with Richard Davis and Joshua Bell; Matthew Smith seconded.

Mr. Davis verified that the adjustment on the base amount is \$0.12 per capita.

VOTE AFFIRMATIVE 3 ABSTAINED 1 ABSENT 1 MOTION CARRIED (Joshua Bell) (Michael Fogg)

ITEM 4: To Accept Ryan Haggan's Resignation from the Budget Committee

Richard Davis stated that Ryan Haggan has moved out of town.

Matthew Smith moved to accept the resignation of Ryan Haggan from the Budget Committee; Andrew Buckland seconded.

VOTE	AFFIRMATIVE	4	ABSENT	1	MOTION CARRIED
			(Michael Fo	gg)	

ITEM 5: To Sign the Purchasing Policy as Amended on January 12, 2016

Richard Davis reviewed the revised Purchase Policy that was approved by the Selectmen on January 12, 2016, and the Selectmen signed the Policy.

ITEM 6: To Approve the Minutes of January 5 and 12, 2016

Stephan Bunker moved to approve the minutes of January 5, 2016 and table the minutes of January 12, 2016; Matthew Smith seconded.

VOTE	AFFIRMATIVE	4	ABSENT	1	MOTION CARRIED
			(Michael Fo	ogg)	

- ITEM 7: To Discuss Other Business (Cont.)
 - **B**) Richard Davis stated that the Town has received an Efficiency Maine rebate check for the outer office heat pump in the amount of \$1,000. Mr. Davis asked the Selectmen if they would prefer to accrue it to the general fund or add it to the Municipal Building Reserve account.

ITEM 7: To Discuss Other Business (Cont.)

B) (Cont.)

Matthew Smith moved to add the heat pump \$1,000 Efficiency Maine rebate to the Municipal Building Reserve account; Stephan Bunker seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Michael Fogg)

- C) Richard Davis, in reference to the \$300,000 appropriated at the 2015 Town Meeting for the Front Street drainage project, stated that since the \$300,000 appropriation has been significantly depleted, he would like to request an additional \$60,000 from the Unassigned Fund Balance on the 2016 Town Meeting Warrant to meet the contract cost of \$250,000 and to repave the Front Street parking lot, the purpose of which would be ease of maintenance and to be in compliance with the 99-year parking lot lease. Mr. Davis gave an update on the drainage project, and the Selectmen discussed the timing of the drainage project versus the repaving of the parking lot.
- **D**) Andrew Buckland thanked all of the department heads for dealing with the budget process so efficiently and professionally.
- **E**) Joshua Bell generated further discussion about moving forward with discussions other departments regarding Fire service joint purchasing and regionalization.
- **F)** Richard Davis reported that the bid requests went out today for asbestos removal at 112 Church Street with the bid award scheduled for Tuesday, March 8, 2016.
- **G**) Joshua Bell reminded the Selectmen that they need to be prepared to have the group Selectmen's photo taken for the Town Report just before the start of the February 9th Selectmen's meeting. Richard Davis reported that the Town Report is coming together quite well.

There being no further business to come before the Board, Matthew Smith moved to adjourn at 8:28 P.M.; Andrew Buckland seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Michael Fogg)

Minutes respectfully submitted by Linda H. Grant.

Andrew R. Buckland - Secretary