

**FARMINGTON BOARD OF SELECTMEN**

**Tuesday, April 12, 2016**

Chairman Joshua Bell called the meeting to order at 6:30 P.M. with the following members present: Andrew Buckland, Stephan Bunker and Michael Fogg. Matthew Smith was unable to attend. Town Manager Richard Davis, Town Secretary Linda Grant, Treasurer Diana Young, Public Works Director Philip Hutchins, Shop Manager/Chief Mechanic Jon Alexander, Mechanic Scott Bouchard, Fire Rescue Chief Terry Bell, Deputy Chief Clyde Ross, Captain Tim Hardy, firefighter Scott Baxter, Channel 11 and members of the press and public were also in attendance.

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

Selectman Joshua Bell led those present in the Pledge of Allegiance to the Flag.

**ITEM 2: To Elect Officers for the Ensuing Year**

Mr. Davis opened the floor for nominations for the position of Chairman of the Board of Selectmen for the ensuing year.

**Andrew Buckland nominated Joshua Bell to serve as Chairman for the ensuing year; Michael Fogg seconded. Town Manager Richard Davis called for a vote.**

**VOTE AFFIRMATIVE 3 ABSTAINED 1 ABSENT 1 MOTION CARRIED  
(Joshua Bell) (Matthew Smith)**

Town Manager Richard Davis turned the meeting over to newly elected Chairman Joshua Bell, who opened the floor for nominations for the position of Vice Chairman of the Board of Selectmen for the ensuing year.

**Michael Fogg nominated Stephan Bunker to serve as Vice Chairman for the ensuing year; Andrew Buckland seconded.**

**VOTE AFFIRMATIVE 3 ABSTAINED 1 ABSENT 1 MOTION CARRIED  
(Stephan Bunker) (Matthew Smith)**

Chairman Joshua Bell opened the floor for nominations for the position of Secretary of the Board of Selectmen for the ensuing year.

**Stephan Bunker nominated Andrew Buckland to serve as Secretary for the ensuing year; Michael Fogg seconded.**

**VOTE AFFIRMATIVE 3 ABSTAINED 1 ABSENT 1 MOTION CARRIED  
(Andrew Buckland)(Matthew Smith)**

**ITEM 3: To Determine the Disposition of Tax-Acquired Properties**

Richard Davis pointed out that Treasurer Diana Young has prepared a list of the properties that are in foreclosure and a progress update on those properties, which she reviewed. She also reviewed other information that she had provided the Selectmen, including a memo from her dated April 7, 2016 in which she asked for a 90-day continuance on several properties. Ms. Young clarified the legal process of those properties if the Selectmen choose to grant a 90-day continuance. Mr. Davis recommended that action be taken on those properties on which there has been no response, and have more leniency on those who have made an effort.

**Stephan Bunker moved to demand payment on property #30 and #42, give a 90-day continuance on property #29, and take proper action to dispose of the remaining properties through #39; Andrew Buckland seconded.**

**VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED  
(Matthew Smith)**

Chairman Bell noted that the Town takes no pleasure in taking properties.

**ITEM 4: To Confirm the Employment of Timothy D. Hardy and Scott Baxter as Full-time Firefighters**

Richard Davis reviewed Chief Terry Bell's memo dated April 11, 2016, and explained that he was made aware today that a conflict has been identified with the nepotism section of the Personnel Policy in hiring these two applicants. Mr. Davis handed out and reviewed copies of the three sections of the Personnel Policy in which nepotism is addressed. Chief Bell explained his reasons for hiring these two applicants over the nine others. He also explained the chain of command and how the shifts will work. Possible revisions to the Personnel Policy were discussed.

**Michael Fogg moved to address amendments to the nepotism language in the Personnel Policy at the next meeting; Andrew Buckland seconded.**

**VOTE AFFIRMATIVE 3 ABSTAINED 1 ABSENT 1 MOTION CARRIED  
(Stephan Bunker) (Matthew Smith)**

**Stephan Bunker moved to table the confirmation of the employment of Timothy D. Hardy and Scott Baxter as full-time firefighters until the next meeting; Andrew Buckland seconded.**

**VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED  
(Matthew Smith)**

**ITEM 5: To Approve Expenditures totaling \$16,413 from the Public Works Equipment Reserve Account to rehab the Vibratory Sand Screen and Panel/Service Truck**

Public Works Department Shop Manager/Chief Mechanic Jonathan Alexander handed out and reviewed copies of updated research material of the proposed changes to the Reed screen. Mr. Alexander pointed out that the major reason that the Reed screen is in its present condition is because the emergency shutoff for overheating and oil loss was removed at some point so there was no indication of the overheating that has occurred. Public Works Director Philip Hutchins pointed out that the Reed screen is not only used for winter sand but also gravel for road construction during the summer. Mr. Alexander also reviewed the proposal to rehab the 2002 Ford F250 panel/service truck instead of purchasing a new or used truck, and the proposal to apply for a Safety Enhancement Grant to purchase a new lift-gate for the truck. Mr. Davis reported that, with the changes, the total expenditure that the Public Works Department is now requesting is \$14,753.

**Andrew Buckland moved to approve expenditures totaling \$14,753, after the core exchange, from the Public Works Equipment Reserve account to rehab the vibratory sand screen and panel/service truck; Stephan Bunker seconded.**

<b>VOTE</b>	<b>AFFIRMATIVE</b>	<b>4</b>	<b>ABSENT</b>	<b>1</b>	<b>MOTION CARRIED</b>
			<b>(Matthew Smith)</b>		

**ITEM 6: To Consider the Construction of a Sewer Main along the Knowlton Corner Road to Serve the Proposed Woodlands Memory Care Center**

Richard Davis explained that Woodlands Senior Living is taking an option on the Daku property on the Knowlton Corner Road but there is no Town sewer or water on that road, although there is a manhole just off the pavement on the Wilton Road so the sewer can be extended fairly easily without interfering with the Wilton Road paving project this summer. Mr. Davis further explained that Woodlands is willing to cover the cost of the engineering, but a construction cost estimate is needed. He reviewed funding options for the project costs, ie., grant funding, Franklin TIF funding, borrowing, or combination thereof, but pointed out that the project cost won't be known until the project is engineered. He also pointed out that running the sewer line to said property will afford the Town the opportunity to pick up new sewer customers along the way. Farmington Water District Superintendent Tom Holt has indicated that they will be running a water line to the location. Mr. Davis stated that the grant application is due June 17<sup>th</sup>.

**Andrew Buckland moved to authorize the Town Manager to move forward on the construction of a sewer main along the Knowlton Corner Road; Stephan Bunker seconded.**

**ITEM 6: To Consider the Construction of a Sewer Main along the Knowlton Corner Road to Serve the Proposed Woodlands Memory Care Center (Cont.)**

In answer to Joshua Bell's question as to where the sewer line will start, Richard Davis stated that it will start approximately 10 feet off the Wilton Road pavement and will travel approximately 2,000 feet up the Knowlton Corner Road.

**VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED  
(Matthew Smith)**

**ITEM 7: To Consider the Woodlands Memory Care of Farmington Tax Increment Financing Proposal**

Richard Davis reviewed a letter from Woodlands Senior Living dated April 8, 2016, as well as a copy of a map of the Knowlton Corner Road property. He stated that Woodlands is requesting 100% Tax Increment Financing for ten years, which is more aggressive than their original proposal. Since this is going to have to be a negotiation, Mr. Davis suggested discussion of the proposal in Executive Session at the next meeting to formulate a response. Calculation of the tax value of the property versus value of the project was requested of Mr. Davis for the next meeting.

**Stephan Bunker moved to table Item 7 until the next meeting in Executive Session; Andrew Buckland seconded.**

**VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED  
(Matthew Smith)**

**ITEM 8: To Approve a Landowner Agreement Establishing the Northeasterly Property line at 112 Church Street**

Richard Davis handed out and reviewed a copy of a map from Acme Land Surveying which shows the current location of the house and the projected parking. He explained that this map needs to be reviewed by Attorney Frank Underkuffler as well because it has been suggested by Acme that the Town may want to retain an easement for lighting along the parking lot and piling of snow. The potential sale of a small portion of the land to abutter Munroe Hawkins was briefly discussed, as well as the potential for the construction of public restrooms, thereby necessitating a sewer easement.

**Michael Fogg moved to approve a Landowner Agreement establishing the northeasterly property line at 112 Church Street, subject to easement language for lighting and sewer; Stephan Bunker seconded.**

**VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED  
(Matthew Smith)**

**ITEM 9: To Consider a Proposal from Dirigo Engineering for Civil Engineering Services for 112 Church Street Building Demolition and Parking lot Construction**

Richard Davis reviewed the Selectmen’s discussion at their March 22<sup>nd</sup> meeting regarding the value of having the same contractor/sub-contractors do the building demolition and build the parking lot. He explained that a design and cost estimate is needed in order to put the project(s) out to bid. Mr. Davis stated that Dirigo Engineering, who did the Church Street reconstruction engineering several years ago, has provided a proposal in the amount of \$4,500 for the initial design and an additional \$5,000-\$6,000 if the Selectmen choose to have them accomplish the construction phase services. If it is determined after the design is completed that storm drain piping is needed there will be an additional cost of approximately \$2,500. Mr. Davis pointed out that the need for additional lighting can’t be determined until the building is removed. He clarified for the Selectmen that the total costs for design and construction phase services could potentially be \$13,000.

**Stephan Bunker moved to approve a service proposal from Dirigo Engineering for civil engineering services for Phase 1 and 2, ie., building demolition and parking lot construction at 112 Church Street, with the total engineering costs not to exceed \$13,000; Michael Fogg seconded.**

The Selectmen further discussed an easement for lighting, and future landscaping. Mr. Davis reported that he has sold over \$2,000 worth of items out of the building to date.

**VOTE AFFIRMATIVE 3 OPPOSED 1 ABSENT 1 MOTION CARRIED  
(Joshua Bell) (Matthew Smith)**

**ITEM 10: To Approve an Order pursuant to 36 M.R.S. §906, Pertaining to Unpaid Taxes**

Richard Davis stated that this is an annual renewal and reviewed the Order.

**Stephan Bunker moved to approve an Order pursuant to 36 M.R.S. §906, Pertaining to Unpaid Taxes; Andrew Buckland seconded.**

**VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED  
(Matthew Smith)**

The Selectmen signed the Order.

**ITEM 11: To Execute the Supplement to Pedestrian Use, Improvement, Repair and Maintenance Deed and Agreement**

Richard Davis stated that this *Supplement* was presented to the Selectmen prior to the Town Meeting and incorporated into the Pedestrian Easement Use, Improvement, Repair and Maintenance Deed and Agreement that was approved at the Town Meeting. Attorney Underkuffler is asking that this document be signed by the Selectmen so that it can be attached to the original Agreement.

**Stephan Bunker moved to execute the Supplement to Pedestrian Use, Improvement, Repair and Maintenance Deed and Agreement; Andrew Buckland seconded.**

**VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED**  
**(Matthew Smith)**

The Selectmen signed the *Supplement*.

**ITEM 12: To Discuss the Election Process for MMA Executive Committee and Vice President**

Richard Davis reviewed the election process information from Maine Municipal Association dated March 31, 2016. Stephan Bunker encouraged any who might be interested to enter their name for nomination. Mr. Bunker reported that the annual convention will be held at the new Bangor Convention Center in October this year.

**ITEM 13: To Approve the Minutes of March 22, 2016**

**Andrew Buckland moved to approve the minutes of March 22, 2016; Stephan Bunker seconded.**

**VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED**  
**(Matthew Smith)**

**ITEM 14: To Discuss Other Business**

- A)** Richard Davis notified the Selectmen that he is going to be hiring some temporary administrative help for Public Works Director Philip Hutchins, for which there is sufficient funding in the Public Works Department’s Part-time line item. The position will be for a few hours per day for a few weeks starting immediately. This will help Mr. Hutchins get caught up on paperwork and enable him to be out in the field working on the numerous budgeted summer projects.
- B)** Andrew Buckland asked that a letter of thanks be sent to Steve Muise and the Franklin County Fiddlers for their role at Town Meeting. Richard Davis agreed to send a letter, and asked Mr. Buckland to provide him with the mailing address.

**ITEM 14: To Discuss Other Business (Cont.)**

- C) Michael Fogg stated that he has observed that there is still an exposed hole in the roof of the building owned by Ted Gay in West Farmington, and now there is also a broken window on the second floor. Richard Davis stated that he knows that Code Enforcement Officer Steve Kaiser has not had much luck in reaching the owner, and Mr. Kaiser is presently out of town but he will have him address these issues upon his return.
  
- D) Stephan Bunker thanked all staff and employees who contributed to the securing of the Joel Batzell property in West Farmington. He has received many compliments on its appearance being made more presentable.

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

**VOTE            AFFIRMATIVE    4            ABSENT    1            MOTION CARRIED**  
**(Matthew Smith)**

Minutes respectfully submitted by Linda H. Grant.

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Andrew R. Buckland - Secretary