

FARMINGTON BOARD OF SELECTMEN
Tuesday, June 28, 2022

The conduct of the meeting will include remote access by telephonic, video, and electronic means. The public may attend in person or by viewing the live stream at <http://mtbluetv.org/program-live-stream-farmington-selectmen.html> or Facebook at <https://www.facebook.com/MBTV11/> or by calling 778-5874

Chairman Matthew Smith called the meeting to order at 6:30 P.M. with the following members present: Stephan Bunker, Scott Landry, and Byron Staples. Joshua Bell was unable to attend. Town Manager Christian Waller, Town Clerk/Treasurer Leanne Dickey, Parks & Recreation Director Matthew Foster, MBTV Camera Operator Lilli Clark, and members of the press and public were also present. Members of the media and public participated remotely.

ITEM 1: Pledge of Allegiance to the Flag

**ITEM 2: To allow Farmington Rotary Club member Al Feather to address the Board.
Re: The Rotary's Centennial Anniversary in 2025 / Creation of a music park
in a local outdoor community playground**

Rotary Club members Al Feather, Lisa Ellrich, and Douglas Ibarguen proposed creating a music park/playground in Walton's Mill Park. Al Feather reported he has met with Parks and Recreation Director Matt Foster several times and discussed the idea. Elemental Design Owner Jim Doble (Union, Maine) recycles musical equipment and creates unique, hand-made, one-of-a-kind instruments which appear to be a natural fit for Walton's Mill Park. Studies have shown that music helps children with motor skills, literacy, social, emotional, and cognitive development. Hearing-impaired children can feel the vibrations, and those who are sight-impaired can learn rhythm. The process of creating their own rhythm increases self-esteem. It's an excellent tool for autistic children to learn how to communicate. The goal is to install four instruments in the park: a chime wall, drums with mallets, a xylophone, and a Chimasaur Jr. (created from a propane tank). Matt Foster stated the proposed music park would greatly add to the park design. Walton's Mill Park offers a natural play area. The Selectmen praised the Rotary Club members for their efforts. The Rotary Club members answered the Selectmen's questions.

ITEM 3: To allow Farmington Police Chief Ken Charles to accept and award the bid from Hight Ford for \$35,361 for the 2022 Ford Interceptor SUV police cruiser and approve the expense for the same.

Chief Charles provided the Board with an overview of the bids and recommended the bid be awarded to Hight Ford for the 2022 Ford Interceptor SUV cruiser for \$35,361. Chief Charles answered the Board's questions.

ITEM 3: To allow Farmington Police Chief Ken Charles to accept and award the bid from Hight Ford for \$35,361 for the 2022 Ford Interceptor SUV police cruiser and approve the expense for the same. (continued)

Dealer	Price	Car	Notes	Delivery	Estimated Upfit Cost	Total
Farmington Ford	\$49,389	2023 SUV	Ready for Road	Nov. 2022	\$5,000	\$54,389
Hight Ford	\$35,361	2022 SUV	White	In Stock	\$10,000	\$45,361
Quirk	\$34,987	2022 SUV		Jul. 2022	\$10,000	\$44,987
Rowe	\$38,265	2022 SUV		TBD	\$10,000	\$48,265

Stephan Bunker moved to award the bid to Hight Ford for \$35,361 for the 2022 Ford Interceptor SUV police cruiser; Scott Landry seconded.

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

ITEM 4: To allow Farmington Police Chief Ken Charles to introduce the three newest police officers in the Farmington Police Department.

Item 4 was tabled. Chief Charles was required in the field to respond to a police call.

ITEM 5: To allow Parks and Recreation Director, Matt Foster, to enter into a contract with Platform Group for \$8,000.00 to provide skateboard park design services necessary to upgrade the Dragon’s Nest Skateboard Park to modern standards and to move \$8,000.00 from Reserve Account 70-576-05 Dragon's Nest Skateboard Park to pay for these expenses.

Matthew Foster reviewed an email dated June 23, 2022, from himself to the Town. Manager Christian Waller, and the Board, requesting the Board approve the use of \$8,000 from the Parks and Recreation “Dragon’s Nest Skateboard Park” reserve account to enter into a contract with the Platform Group for a new skateboard park design, construction cost estimate, and construction plans. The current account balance is \$8,700 and was donated by the Franklin County Chamber of Commerce and Seth Wescott. Mr. Foster reported that Maine Skateboard Association (MSA) President and professional skateboarder Tobias Parkhurst had assisted him with the process of developing a new skateboard park and recommended the Town begin with design, construction cost estimate, and construction documents. The park design, cost estimate, and documents typically cost between \$15,000 - \$20,000. Still, because the Maine Skateboard Association backs the project as a high priority and of historical significance for the sport, the Platform Group is willing to provide its services at a reduced rate. This step is crucial as it gives us the information we need to begin applying for grants and fundraising to build Western Maine’s best outdoor skateboard park. Mr. Foster provided letters of

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support from MSA President Parkhurst and a copy of the letter of intent and the proposal by the Platform Group. Mr. Foster answered the Board’s questions. Town Manager Waller said it would be a good outlet for the youth and give them something to do.

Stephan Bunker moved to allow Parks and Recreation Director Matthew Foster to enter into a contract with the Platform Group for \$8,000 to provide skateboard park design services necessary to upgrade the Dragon’s Nest Skateboard Park to modern standards and to move \$8,000 from Reserve Account 70-576-05 Dragon's Nest Skateboard Park to pay for these expenses; Scott Landry seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Bell)

ITEM 6: To allow PWD Director Phil Hutchins to present a brief 2021 Year-End Review

In response to the Board’s request, Public Works Director Phil Hutchins provided a brief 2021 year-end review. Mr. Hutchins reported the following pavement road schedule projects were completed: 834’ Perkins Street, 690’ Quebec Street, 840’ Lincoln Street, and 2,300’ Osborne Road for a total of 4,664’.

E.L. Vining’s completed the Cummings Brook concrete box culvert on Clover Mill Road. The Atlantic Salmon Federation funded the project for \$749,969. High Street (Phase 1) completed a partial portion of the first phase, including all the inner road work, drainage, and conduit for lighting. All that remains are projects that do not affect traffic flow (streetlights and sidewalks). E. L. Vining laid the line for future pipes under the hot top, so they will not have to enter the roadway again. They are scheduled to return and start High Street construction the third week of July. The canopy from trees on the UMF Campus covered the light poles; an arborist looked at the trees and discovered they were not in good condition and recommended they be removed versus pruned. Central Maine Power is scheduled to replant trees to replace the ones removed. During the 2020/2021 winter season, PWD used approximately 5,000 cubic yards of winter sand and 1,500 tons of salt. Mr. Hutchins reported the PWD is now fully staffed, the first time since he’s been employed. Mr. Hutchins answered the Board’s questions. Town Manager Christian Waller thanked Mr. Hutchins for his presence.

ITEM 7: To allow Town Clerk/Treasurer Leanne Dickey to present a brief 2021 Year-End Review

In response to the Board’s request, Town Clerk/Treasurer Leanne Dickey provided a brief 2021 year-end review. Based on an email dated June 28, 2022, from the Town’s accountant, Marc Roy, Berry of Talbot and Royer (BTR), Ms. Dickey reported the

ITEM 7: To allow Town Clerk/Treasurer Leanne Dickey to present a brief 2021 Year-End Review (continued)

Town ended the year well with a bank balance of \$8,281,999.71. After outstanding checks and deposits were cleared, the book balance was \$8,209,837.12. As of May 31, 2022, the bank balance was \$5,223,0536.72, and the book balance was \$4,755,391.20. Ms. Dickey provided graphs from BTR showing the General Fund's average cash flows throughout the year (based on the last three full years of data (2019 – 2021) and the first five months of 2022. The graphs showed the Town was in the stage of the year where monthly cash outflows exceeded the monthly cash inflows. This will change dramatically once the taxes are committed, and we take in a large amount of cash during the fall. Based on past averages, the expectation is that the General Fund's cash balance will drop to approximately \$3.5 million during the summer and then shoot back up once property taxes start rolling in.

Ms. Dickey reported that when Treasurer LucyAnn Cook resigned in December, she assumed the duties of payroll, HR/benefits, and billings. She collaborates closely with accountant Marc Roy (BTR) and believes we have set up a good accounts payable system. Ms. Dickey continues to work with Bangor Savings to set up the timekeeping system; it should be operational by the end of the month. Bangor Savings is building all the different schedules/shifts for each department. This new timekeeping system will track employees' time, vacations, sick days, and holidays.

The office is preparing to send out 30-day notices for the 2021 taxes. The uncollected taxes are:

2021	\$351,526.89
2020	\$119,108.07
2019	\$ 23,713.65

Personal Property:

2021	\$13,005.02
2020	\$ 4,443.52
2019	\$ 3,436.70

We need to determine the best way to address the delinquent accounts either through small claims court or perhaps a collection agency.

General Assistance expenditures were low in 2021. We've experienced a slight increase in requests this year as COVID funds decrease. As Assessing Assistant, Ms. Dickey reported she worked on completing the home sketches, assuring they were consistent, clean, and readable. Ms. Dickey answered the Board's questions.

ITEM 8: To appoint Board and Committee Members – Moved to July 12, 2022 Meeting

Item 8 was tabled.

ITEM 9: To Approve the Minutes of June 14, 2022 – Moved to July 12, 2022 Meeting

Item 9 was tabled.

ITEM 10: To Discuss Other Business

- A.) Stephan Bunker reminded everyone of the 4th of July parade. Summerfest will be held on July 23rd.
- B.) Scott Landry reported the Rail Trail Bridge is coming along; the earmark in Congress will be voted on soon. U.S. Representative Jared Golden will be here on Thursday to visit the site.
- C.) Scott Landry declared he received a call from a selectman from another town regarding the regionalization of fire departments. Mr. Landry stated he feels it is time we look at this. Matthew Smith said these talks are long overdue. Stephan Bunker said it’s a regional issue and needs a regional approach. Town by town, none of us have the funds to do all we would like to do for fire protection; the costs need to be shared.
- D.) Byron Staples inquired if there was ever a time when monthly or quarterly accounts payable statements were sent out. Town Manager Waller stated he is looking at that right now. He is currently focused on the personnel policies, but the financial reporting metrics are parallel. He is trying to figure out what is the best information to put out without making it overwhelming.
- E.) Christian Waller briefly updated the search for a permanent Fire Chief. He is close to completing the selection of the advisory hiring committee, the process is pinned down, and the job posting comes down on June 30th. We have received seventeen applications and hope to have the process complete by August.
- F.) Matthew Smith told the Selectmen that he provided them with a copy of the Town Manager’s evaluation form. Once Nancy Martin returns, she will forward them a copy of the form so they can fill it out. Chairman Smith requested the Selectmen submit the completed evaluation to him no later than 4:00 P.M. on July 8th. They will conduct the Town Manager’s evaluation during Executive Session on July 12th.
- G.) Matthew Smith announced that his son and daughter-in-law welcomed a healthy young man into the world, Riley Wayne Smith...the Smith name carries on.

There being no further business to come before the Board, **Scott Landry moved to adjourn at 7:30 P.M.; Stephan Bunker seconded.**

VOTE AFFIRMATIVE 5 MOTION CARRIED

Minutes respectfully submitted by Nancy L. Martin.

Byron Staples – Secretary