

**BOARD OF SELECTPERSON'S MEETING MINUTES**  
**March 16, 2017 6:30 p.m.**  
**Rumford Falls Auditorium**

PRESENT: Chairperson Jeffrey Sterling, Vice-Chairperson Mark Belanger, Selectperson Michael Peter Chase, Selectperson James Windover, Selectperson Christopher Brennick and Town Manager Linda-Jean Briggs.

ATTENDEES: Candice Casey, Bob Chase, Bruce Farrin, Roger White, Kevin Knox

1. Meeting Call to Order at 5:30 by Chairperson Sterling.
2. Pledge of Allegiance to the American Flag
3. Public Hearing: None needed
4. Requests of Citizen's Present

Roger White expressed appreciation for the Town Manager's response to his request to contact the New England Patriots regarding his effort to hold a celebration parade for their win.

5. Reports

A. Town Manager's Report

The Town Manager provided a written report to the Board as follows:

3/16/2017

- Opportunity to redeem property from tax acquired past on March 13, 2017. We are still reviewing and processing payments. Full list will be available shortly.
- Dealt with a few personnel issues.
- There is an effort in the AVCOG area to educate folks on the benefit of expanding opportunities for broadband. This utility is extremely important, and enables us to market the community for those requiring high speed internet for work or school.
- I have volunteered to serve on the team that will be working toward the delivery of a planning grant application to develop a region wide approach to making broadband available.
- Rumford Fire had a very successful effort to bring working smoke detectors to those who need them. Chief Chase will talk more about that.
- Have met with a number of Managers and business owners thanking them for doing business in Rumford. I intend to visit as many businesses as possible this spring. I believe it is important they know how we appreciate their presence in town.
- Attended the pre-bid meeting for the Downtown Revitalization project. There were four contractors in attendance.
- Met with Roger White and tried to help him get a commitment from the Patriot organization for representation. Regardless of the outcome, everyone should get ready to participate or watch the Super Bowl Parade.
- Budget initiated articles and Department requests meetings took place and have now concluded.

- Met with members of Envision Rumford to provide an update of the Downtown Revitalization Project.
- Set an additional meeting with those folks.
- Met with the new Operations Director and Head of Nursing with Rumford Hospital to discuss ways to collaborate.

B. Department Manager Reports (as needed)

Fire Chief Robert Chase informed the Board that 319 smoke detectors were installed in the Rumford and Mexico area by the Fire Department and volunteers last Saturday. They also replaced two dozen batteries for already installed detectors. They focused on the densely populated area of town between Falmouth Street and Lincoln Avenue. They also took call in appointments. The American Red Cross supplied the smoke detectors for this effort and it is ongoing if there are needs for more. They also educated residents, helped them to make their own evacuation plans, and answered any other questions that were posed. This was a huge success and they look forward to continuing.

C. Board and Committee Reports (as needed)

None.

D. Selectperson's Report

Mr. Brennick gave kudos and atta-boys to the first responders and Rumford Police Department for their handling of a tough situation last Friday.

Mr. Chase and Mr. Belanger did not have reports.

Mr. Windover thanked the Public Works Department for their efforts in snow removal.

Mr. Sterling referenced an email that the Board received regarding a course offered by Maine Municipal Association that deals with the relationships between the Select Board and Town Manager and their respective roles. He suggested that Board members take advantage of this opportunity.

6. Old Business

A. Discussion/Approval to Place Extension of Med-Care Agreement on Annual Town Warrant

Fire Chief Robert Chase, a member of the Med-Care Board, noted that the current ten year inter-local agreement expires June 7, 2018. Our Town Meeting vote will be on June 5, 2018 and if there is any further discussion to take place we will have time to consider beforehand.

Mr. Belanger asked if the hospital decided to have their own ambulance service, would we be able to get out of a contract with Med-Care.

Chief Chase noted that the intent is for their not to be a lapse in the agreement. If the opportunity for another ambulance service avails itself next year, we could wait and put the extension on next year's ballot, however, if it were rejected at the polls we would not have time to put another one together and the agreement would most likely lapse.

Mr. Windover asked if the old contract would be in effect until a new one was agreed to. The Town Manager answered affirmatively.

Chief Chase noted that the agreement would be a continuance of what is in the agreement today, in addition Med-Care would be providing a para-medicine program with patient follow-up in home, however, this would not change the costs within the agreement.

Mr. Brennick made a motion to add the extension of the Med-Care Agreement to the June 2017 Warrant. Second Mr. Chase.

Mr. Chase wanted language added to the Warrant as to when the contract would be in effect.

Vote on the motion: 3-2, Mr. Belanger and Mr. Windover opposed.

## 7. New Business

### A. Approval of Minutes from Select Board Meeting of March 2, 2017

Mr. Windover made a motion to approve the minutes from the Select Board Meeting of March 2, 2017. Second Mr. Brennick. Vote: 5-0

### B. Approval of the Town Warrant dated March 17, 2017

Mr. Brennick made a motion to approve the Town Warrant dated March 17, 2017. Second Mr. Windover. Vote: 5-0

### C. Authorization of Budget for Administration Bid and Construction for Downtown Project

The Town Manager noted that we have a number of funding sources that we are considering for the project including a CDBG application. In the absence of that, there are other sources available in the form of a bond as well as in Permanent Roads in our Capital Budget.

The Town Manager explained that the Board is being asked to approve the administration bid for the construction piece of the project. The project construction bid will be awarded at the next meeting.

Richard Dunton of Main-Land explained that bid administration includes consulting costs in dealing with contractor's questions and up to giving recommendation to the Town in the review of the bids that are received and recommendations for award of the bid. Construction administration includes what stakeholders have determined of importance in the hiring of a Clerk of the Works with Main-Land's support. This individual works the same hours as the contractor and is a representative for the Town to protect our interests. Mr. Dunton expects that there will be some surprises underground once the project begins and will most likely require some change orders. Mr. Dunton noted that the estimate for the bid administration and construction administration would cost approximately ~~\$200,000.00~~ \$350,000.00. This would include the salary for the Clerk of the Works to oversee the work being done and deal with any issues that come up.

Roger White noted that with a project this large, it would be beneficial for someone to be there to make sure there are no problems.

Mr. Belanger asked if we would deplete our Permanent Roads. The Town Manager answered that this would not.

The Chairperson asked for copies of the proposal to be made for the Board as the incorrect information was in their packets.

Mr. Dunton noted that the four potential bidders are: T Buck Construction, Sargent Corporation, Cross Excavation and Jordan Excavation. They will all need to submit qualifications packages with their bids. Main-Land will oversee this process.

Mr. Belanger asked how the businesses will be affected and if there is a plan going forward to help them.

The Town Manager noted that a plan will be developed to minimize the inconvenience to residents and businesses and for special events taking place. We want to revitalize the downtown and every effort will be made to assist in not disrupting.

Mr. Chase made a motion to approve up to \$350,000.00 for the bid administration and construction administration for the construction bid for the Downtown Project. Second by Mr. Brennick.

The Town Manager noted that this amount will be billed to the bond at this time. If we get the CDBG, we already have authorization that any costs after December 2016 can be applied to the CDBG.

Vote: 3-2, Mr. Belanger and Mr. Windover opposed.

#### D. Approval of Intergovernmental Agreement between Town of Rumford and RSU 10

The Town Manager explained that the Town entered into a one year agreement with RSU 10 last year as there was recognition of a level of inequity and the Town desired that RSU 10 take on more of the financial impact. The proposed three year agreement specifies a higher amount for each successive year.

Mr. Chase made a motion to approve the Intergovernmental Agreement between the Town of Rumford and RSU 10. Second by Mr. Sterling. Vote: 4-0-1, Mr. Brennick opposed.

#### E. Discussion/Approval of RFP for Replacement of Town Vehicle

The Town Manager explained that the Town vehicle that was used by administration was totaled in a recent accident. She requested that she be allowed to put out an RFP for a replacement vehicle. This vehicle would be used by employees traveling out of town and possibly for the Police Department employees for training opportunities.

Mr. Belanger asked about the amount of mileage put on this vehicle.

Kevin Knox asked about leasing instead.

The Town Manager noted that the Capital Budget in the Public Works Department has always supported this vehicle. If we go to lease, it would change from a capital expense to an operational expense.

Mr. Brennick made a motion to approve the request for an RFP for replacement of the Town vehicle. Second Mr. Chase. Vote: 3-2, Mr. Belanger and Mr. Windover opposed.

#### F. Discussion and Action on Granite Stairs Repair

Mr. Belanger believes the repair materials will yellow over time as they have on the church steps. He believes the contractor should replace the damaged stairs.

Roger White said he has seen the workmanship on the stairs and does not believe the job should have been left as it was. He knew the contractors were aware of the damage because of the installation method used.

Mr. Brennick made a motion to go back to the contractor and require the damaged stairs to be replaced and before we pay the balance of the bill. Second Mr. Chase. Vote: 5-0

G. Request for Parking Pass for Peak A Week Hiking Group from Tim Roy

Mr. Windover made a motion to approve. Second Mr. Belanger. Vote: 5-0

H. Discussion/Action on Select Board Tablet Purchases

The Town Manager explained that the Board asked her to research pricing for tablet purchases for them and she had provided information in writing from the Town's IT person previously and is looking for direction.

Mr. Windover noted that he did some research online and found Microsoft surface pros for \$679 each versus the price from the IT person for \$1150 each.

Mr. Brennick asked how much we spend per year in printing and paper costs for the Select Board and if we purchased tablets, where would the money come from.

The Town Manager believes it would most likely come from the Contingency account. She had calculated in another community that she worked in that it was approximately \$1,000 per year for printing costs.

The Board discussed this issue at length and the Chair suggested tabling until a future meeting.

Mr. Sterling made a motion to table this item. Second by Mr. Chase. Vote: 5-0

8. Adjournment

Mr. Brennick made a motion to adjourn at 7:13 p.m. Second by Mr. Chase. Vote: 5-0

Linda-Jean Briggs  
Town Manager

LJB/tp143