

BOARD OF SELECTPERSON'S EXECUTIVE SESSION
April 20, 2017 5:00 p.m.
Jury Room

Executive Session pursuant to 1 MRS 405 (6) (C) for an Economic Development Matter

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

Mr. Windover made a motion to go into Executive Session at 5:01 p.m. Second by Mr. Chase.
Vote: 5-0

Mr. Belanger left the meeting at 5:50 p.m.

Mr. Chase made a motion to come out of Executive Session at 5:51 p.m. Second by Mr. Windover.
Vote: 4-0

No action taken.

BOARD OF SELECTPERSON'S PUBLIC HEARING FOR BUDGET AND WARRANT ARTICLES
April 6, 2017 5:30 p.m.
Rumford Falls Auditorium

Select Board Chairperson Sterling opened the Public Hearing at 6:10 p.m. Select Board and Finance Committee members read the Warrant Articles to those present and took questions.

Chairperson Sterling noted that the Business Meeting will be held on June 5, 2017 at Mountain Valley High School and the Election Meeting will be held on June 13, 2017 at the American Legion Hall. The Annual Town Warrant and Ordinance and Charter proposals can all be viewed on the Town's website at www.rumfordme.org.

The Public Hearing was closed at 6:40 p.m.

BOARD OF SELECTPERSON'S MEETING MINUTES
April 20, 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: T. Garcia, Candice Casey, Melissa McEntee, Valerie Cole, Stacy Carter, Tom Bourret, Robert Chase, Deborah Laurinaitis, Bruce Farrin, Linnell Geronda, Jeanne Duguay, Michael Mills, John Soucy, Jim Rinaldo, Steve Dymont, Kevin Knox, Beth Bellegarde, Dorothea Blood, Roland Blood, Jon Starr, Michael Papsadora, William Porter, Tracey Higley

1. Meeting Call to Order at 6:40 p.m. by Chairperson Sterling
2. Pledge of Allegiance to the American Flag

3. Public Hearing: (if needed)

4. Requests of Citizen's Present

Candice Casey asked the Board to declare that Article 8 of the Town Warrant, be placed on a paper ballot so that it can be voted upon by secret ballot. The Board members noted that this request must be made at the Annual Town Meeting.

Candice Casey asked the Board to address the cancer valley label that we have and to find a way to keep our population here and be educated to work here.

Richard Scagliola had a concern about smoke alarms and what the code requirements are for someone like him.

5. Good Citizenship Recognition Awards

Police Chief Stacy Carter presented Good Citizenship Awards as follows:

March 25, 2017: Lt. Michael Arsenault was off duty from his Fire Fighter position when he heard a call for an unresponsive female. As he was nearby, he arrived at the scene before first responders and performed CPR, saving this person's life. A Good Citizen Certificate and Police Department Challenge Coin were presented to Lt. Arsenault.

April 2, 2017: Michael Papsadora observed a lady on the other side of the railing on the Memorial Bridge. He made contact with the woman who was in crisis, engaged her in conversation and was allowed to approach her and pull her back to the other side of the railing with the help of Dorothea Blood. Both were presented with Good Citizenship Certificates and Police Department Challenge Coins for their assistance.

6. Reports:

A. Town Manager's Report

Town Manager Report
4/20/2017

- Attended Rotary meeting and was inducted as their newest member
- Rumford Commercial Historic District, which is The Island, has been entered in the National Register of Historic Places by the National Park Service in the Department of the Interior
- Received notification that MDOT will install a rumble strip this construction season on Route 2 between Gordon Avenue intersection and the Blue Iris Motor Inn
- Working with contractor to explore our present electricity costs for streetlights to determine if going to Town owned LED streetlights would be cost effective
- Attended Envision Rumford meeting
- Conducted interviews for Code Enforcement Officer—very close to making a conditional offer
- I would like to point out that our Fire Chief Bob Chase has taken on double duty during the search for a new Code Enforcement Officer. His efforts are greatly appreciated.
- Congratulations to our Police and Fire personnel for their exemplary work at the Waldo Street fire. The fire displaced folks from 12 apartments.
- Special thanks to Tom Bourret our General Assistance Coordinator for his efforts with the displaced residents and providing them with assistance while identifying resources for them

- Toured the Hope Association facility and became familiar with the work they provide to our community
- Visited a number of businesses on Congress Street on one particularly nice afternoon
- Conducted bid opening for the Downtown Island Construction Project—we are in the process of verifying the bids and a decision is forthcoming
- Met with Bangor Savings to discuss our investment accounts
- Follow-up meeting with hospital personnel exploring efforts for collaboration
- Discussion with members from Community Concepts resulted in the agenda item 8.D. which you will hear about shortly
- Dealt with some personnel issues
- Department Head meetings continue and have proven productive, for example, with the tax acquired property process, which effects nearly every department
- Spent the past two weekends studying the Comprehensive Plan developed in 2013. If you haven't already done so, I encourage you to at least read the Vision that was adopted by the people of Rumford. It is important for the Board and my office to work to fulfill the goals set by the town through this plan. In some ways, the implementation of these goals will not garner unanimous support, but, is our duty to vote and implement them as outlined in the plan.

Respectfully Submitted:
Linda-Jean Briggs
Rumford Town Manager

B. Department Manager Reports (as needed):

Fire Chief Robert Chase informed the Board that he was out of town during the fire at the building on Waldo Street, however, when he returned he was pleased to see how well the response to this four story building was and that the building was saved. He gave credit to area fire departments, Med-Care and Rumford Police.

C. Board and Committee Reports (as needed):

None.

D. Selectperson's Report

Mr. Brennick congratulated and thanked Lt. Arsenault, Mr. Papsadora and Ms. Blood and also the Rumford first responders on the Waldo Street building fire.

Mr. Chase reported attending a training session in Belfast on the "Roles of Elected Officials and City Managers." He recommended any Select Board member and Town Officer to attend the class. He will copy the handout information and place in member's mailboxes for their information. He also noted that former Town Manager Madigan had passed out suggested codes of ethics for Select Board members to consider. He feels it is important to adopt some guidelines to help town government work more efficiently and smoother.

Mr. Windover thanked Lt. Arsenault for what he did.

Mr. Belanger did not have a report.

Mr. Sterling noted that some pages of testimony were placed in all Select Board members mailboxes by Representative Madigan regarding reinstating municipal revenue sharing. Rep. Madigan is also

working on an excise tax bill as the State is proposing to cut this and he is letting people know that these funds help with road costs and repairs.

7. Old Business

8. New Business

- A. Approval of Minutes from the Special Select Board Meeting of March 22, 2017 and Select Board Meeting of April 6, 2017

Mr. Brennick made a motion to approve. Second by Mr. Chase. Vote: 5-0

- B. Approval of the Town Warrant dated April 21, 2017

Mr. Brennick made a motion to approve. Second by Mr. Chase. Vote: 5-0

- C. Approval of Appropriation of Bid for Construction Administration for Downtown Project – Richard Dunton of Main Land

Chairperson Sterling informed those present that this item will be tabled until a future agenda.

- D. Presentation for Reduced Interest Loans for Property Owners on Business Island – Mia Purcell and Jim Rinaldo

Mr. Sterling made a motion to allow non-resident Mia Purcell to speak. Second by Mr. Brennick: Vote: 5-0

Mia Purcell noted that upcoming construction will lead to disruption to businesses on Congress Street and that storm drainage corrections need to be made in their buildings. There are also some buildings that have plumbing and sewer needs as well. This means that the business owners may need some extra money. They are proposing putting funds aside to help, and the Town paying the interest on the loan funds.

Mr. Brennick made a motion to allow non-resident Zach Mahar to speak. Second by Mr. Chase. Vote: 5-0

Zach Maher, VP of Lending for Community Concepts Finance Corporation, noted that a letter was provided to Board members prior to the meeting that explains that CCFC will make \$100,000.00 available for business and property owners to help them through the Downtown Construction Project process to be used at their discretion such as for cash flow, loss of sales as well as roof drain connections.

Mr. Belanger was concerned about the money being used for other things other than connecting their roof drains to the storm drains as we have an ordinance that carries fines if this does not happen and would be a burden to the owner. Mr. Maher responded that it would be the purview of the property owner as to how to use the funds wisely during the construction process.

Randall Therrien of Envision Rumford and Manager at Key Bank, noted that this program will be needed to get the connections done for the people that do not have the money. This process will be much quicker than getting a loan from a bank and it is in the Town's and property owner's best interest to get things done quickly while the construction is ongoing, rather than after the fact. This will provide seed money to connect the roof drains to the storm drains and allow the construction project to move forward and not have to go back and dig up the area again.

Mr. Sterling made a motion to appropriate up to \$14,500.00 from the Economic Development Account to supplement interest payments and closing costs for downtown businesses that may need loans from Community Concepts Finance Corporation during the Downtown Construction Project and to allow Town Manager Linda-Jean Briggs the authority to sign the agreement. Second by Mr. Chase. Vote: 5-0

E. Request from Rumford Eagles to Close Oxford Avenue for Child Advocacy Day – Fred Allen

Mr. Windover made a motion to approve the request to close a portion of Oxford Avenue between the Rumford Eagles building and their parking lot. Second by Mr. Belanger.

A representative from the Rumford Eagles requested that a section of Oxford Avenue be closed during their community project of Child Advocacy Day when they get together local services to help the area youth. They plan to use their parking lot across Oxford Avenue from their building where they will be going back and forth during the event and this would help create a safer area.

Mr. Chase asked if this was agreeable with the Police Department. Police Chief Carter indicated it was.

Vote: 5-0

F. Approval of Memorial Day Parade Permit for American Legion

Mr. Sterling made a motion to approve the parade permit. Second by Mr. Brennick. Vote: 5-0

G. Discussion/Approval of Rules of Order and Procedure for Board of Selectpersons

Mr. Sterling explained that the Board has used Roberts Rules of Order as a guide in running their meetings over many years. This new Procedure places a greater emphasis on how the Chairperson runs the meeting. He feels this should have been done a long time ago. A Clerk is approved to take the minutes in order to take the responsibility off of the Town Manager so they can be more engaged in the meeting. He wondered if we had to work around the Charter regarding electing officers.

The Town Manager noted that there was a change in the language in the policy to reflect the Charter language. The version that is ready for signing tonight contains that language.

Chairperson Sterling thought that an elected Board member was elected as the Board Clerk to take the minutes.

Mr. Brennick was concerned that the Town Manager needs to be available to be engaged in the meeting rather than taking minutes.

The Town Manager noted that she does not take minutes and leaves the minutes to the Executive Secretary to listen to the digital recording.

Mr. Chase thought the Executive Session could be called by the Town Manager or Chairperson, rather than having to require a majority vote from the Board members. The Town Manager will correct that section.

Mr. Brennick believes this section is about motioning to go into Executive Session, not to schedule one.

Mr. Belanger would like to hold off voting on this until the next Organizational Meeting in June 2017 as this Board only has three more meetings.

Mr. Windover made a motion to table until a new Board is seated in June 2017. Second by Mr. Belanger.

Mr. Sterling thought the proposed guidelines are a good thing and we could have used it many years ago to help the Board members.

Mr. Chase noted that the training that he attended recently stressed the importance of having rules and regulations. These could be modified in the future if needed, but at least we will have something to start with. He would rather get things done and not put this off.

Mr. Brennick wanted to check this off the list as there are many things pending.

Vote to table: 2-3, Mr. Sterling, Mr. Chase and Mr. Brennick opposed.

Mr. Brennick made a motion to accept the proposed Rules as written with changes to Section 12 with aligning with the Charter. Second by Mr. Chase.

Mr. Windover asked to consider the document by line item as he had 36 concerns to go through.

Chairperson Sterling allowed Mr. Windover to read through his concerns.

Mr. Windover asked if the Board would consider his list and incorporate them into the document.

Mr. Sterling would like to put the document into effect as it is in order to start somewhere with guidelines.

Mr. Belanger believes there should be a section on use of cell phones.

Mr. Chase wanted to adopt the proposed rules and if needed, amend them in the future.

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

H. Approval of the Renewal of Subordination UDAG Loan for Gateway Plaza LLC

The Town Manager informed the Board that Gateway Plaza LLC has a UDAG Loan from the Town in which we are second in line. Gateway has now approached Franklin Savings Bank to re-finance and we are being asked by Franklin Savings Bank to sign the renewal of the subordination of the loan agreement.

Mr. Belanger asked for a report on the status of the Town's UDAG Loans.

Mr. Chase made a motion to authorize Town Manager Linda-Jean Briggs to sign for the Board to approve the renewal of the subordination of the UDAG loan to Franklin Savings Bank. Second by Mr. Brennick. Vote: 5-0

9. Adjournment

Mr. Brennick made a motion to adjourn at 8:09 p.m. Second by Mr. Windover. Vote: 5-0

Linda-Jean Briggs
Town Manager

LJB/tp