

BOARD OF SELECTPERSON'S EXECUTIVE SESSION
July 6, 2017 6:00 p.m.
Jury Room

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

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

Mr. Brennick made a motion to go into Executive Session at 6:00 p.m. pursuant to 1 MRS 405 (6)(E) for a Legal Matter. Second by Mr. Chase. Vote: 5-0

Mr. Belanger made a motion to deny the request for a 3 year property tax abatement on the property identified as Map 112, Lot 59. Second by Mr. Windover. Vote: 5-0

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

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

ATTENDEES: Brie Weisman, Candice Casey, Eric Davis, Jon Starr, Dale Roberts, Mike Mills, Stacy Carter, Bromley Cook

1. Call to Order
2. Pledge of Allegiance to the American Flag
3. Public Hearing: Liquor License and Special Amusement Permit for 49 Franklin

There were no comments.

4. Special Presentation or Award: Lt. Michael Arsenault to be awarded the American Legion, Department of Maine, Fire Fighter of the Year Award, by Area 2 Commander Kirk Thurston

Commander Kirk Thurston noted that Lt. Michael Arsenault was not able to be present in Bangor when this award had originally been presented and he would like to make the presentation at this time. Mr. Thurston read the nomination of the actions Lt. Arsenault took while off-duty that saved a woman's life on Swain Road and presented the Fire Fighter of the Year Award to him.

Lt. Arsenault thanked the Town of Rumford and the American Legion for this recognition award.

Chairperson Brennick noted that Lt. Arsenault was awarded the Good Citizenship Award at the April 20, 2017 Select Board meeting and he also thanked Mr. Thurston and the American Legion for recognizing one of our Fire Fighters.

5. Public Comment

Eric Davis asked the Board to consider a new ordinance to protect local food producers that process their own meats and/or food that will not require them to go to State approved butchers and processors. Mr. Davis noted that he had an ordinance template but did not have anything from other towns to submit for consideration.

Chairperson Brennick noted that the Board will be receiving proposals for ordinances very soon and Mr. Chase added that they will be due on July 17, 2017.

Richard Scagliola asked for specific answers about his recently purchased tax-acquired property. The Chairperson referred him to speak with the Town Manager at her office.

A. Town Manager's Report

Town Manager Report 7/6/2017

- Met with Mike Mills—he will serve as both Parks Director and Highway Superintendent in Andy's absence
- We discussed a number of tasks and priorities I would like instituted within the department and with regard to equipment retrofit and purchasing
- Marcus Palmer will take on extra duties while Mike is running both departments
- I am pleased to announce that Richard Coulombe has accepted the position of Code Enforcement Officer. He will begin on July 10th. I am confident that his knowledge of the Town of Rumford, coupled with his administrative skills, that he will be successful in tackling some of our more challenging code issues.
- You are in receipt of the timeline necessary to address ordinance or charter changes for the November election. Please note, I have reviewed the charter and suggest the following change be made to the process to prevent us from straying from the charter as written. In the past, there have been two hearings scheduled and half of all changes was heard at one of those two hearings. It is my understanding and experience, the charter intends for each of the changes be addressed in both hearings. The first would be to introduce proposed changes, the second to review those changes and determine if further revisions are necessary. In the event further changes are identified, we have the time flexibility to address them before your final vote to approve the language. I have seen this process work very effectively and ask you consider this process.
- Attended the Annual Rotary Presidents transition event at 49 Franklin St. I was very impressed with the character of the building and the quality of the renovation work
- Toured Emera Power plant, discussed opportunities to partner and showcase their community service efforts
- Met with the auditors for pre-audit work
- I am thankful to the volunteers for their planting efforts on the Island. The burst of color is welcoming
- Met with USDA Rural Development to discuss low interest loans for downtown project. I hope to invite them to a future meeting to discuss various options available to the town. Perhaps our first meeting in August.
- Met with MMA Executive Director to assess services provided to the town
- Construction continues in the manager's office

- Met with Mexico and Newry Town Managers to collaborate on issues
- Great strides being made in economic development—you can expect some public announcements over the next couple of weeks
- Attended the River Valley Growth Council meeting at the Tech Center

Future Planning

- MTCMA Institute will be held August 9-11. I will attend
- I would like to schedule vacation August 21-25

Respectfully Submitted:

Linda-Jean Briggs
Rumford Town Manager

B. Department Head or Committee Chair Report (as needed)

Michael Mills, Park and Recreation Superintendent, reported that the Fourth of July Celebration was very successful and was attended by 3,000 to 4,000 people. The fireworks were excellent and people seemed to be overwhelmed with the show. Some people became concerned that this is the last year that the Town of Rumford is supporting this event. This is actually the last year that the Park Department is going to request funding from the Town as they are increasing their fundraising and sponsorships of the event. The Park Department are now planning to start work on cemeteries to stand the grave stones back up and a volunteer will help with Veteran's stones while we will pay the materials cost.

Michael Mills, Public Works Interim Superintendent, gave an update of the Public Works Department activities. They are currently ditching on the Isthmus Road getting ready for paving, cutting brush on Burgess Hill, York Street, Rumford Avenue and Route 2 by Circle K. They raised 38 catch basins or manholes and need to raise 27 more. Ordered parts for a pumping station in Rumford Center that they will repair. They are also replacing a large valve in Sunnyside Terrace. They removed 8 tree stumps on Congress Street and put cold patch over the holes temporarily until next summer's construction. He noted that the crew has helped and supported him and they are taking things day to day.

Mr. Belanger and Mr. Brennick both noted that they appreciated his efforts in taking on this responsibility.

Mr. Brennick noted that the Board received three proposals for a plow. Public Works Mechanic Shawn Goodrow explained that we have a plow truck that is due to be traded this year and is 15 years old and the motor was gone after this winter. He would like to put a plow and wing on a loader this winter. He would like to see how things work out with the loader and plow this winter in the hilly Virginia section and take the current truck there and have it plow in the Highland Park area. We may end up leasing a loader if there are any problems.

Mr. Windover made a motion for the \$12,000.00 option and set aside \$4,000.00 to lease the loader for a month if needed. Second by Mr. Belanger.

Mr. Goodrow would like the okay ahead of time in case we get a large amount of snow next winter.

Mr. Chase, asked if it would be create more wear and tear on loader life expectancy. Mr. Goodrow did not believe it would as it would be used in the downtown area anyway.

Mr. Chase asked if the Town Manager can be given authority to make this decision at that time and bring it to the Board's next meeting.

Mr. Theriault asked if we had the money to do this.

The Town Manager answered that we were scheduled to purchase a new truck this year anyway. In effect, we are saving \$146,000 in Capital for emergency situations by doing this.

Mr. Chase asked if we need to go out to bid for the plow.

Mr. Goodrow asked for three quotes and got one back on leasing.

Mr. Theriault asked what is happening with the old truck (Truck 14).

Mr. Goodrow answered that once they have stripped it for parts to use on another vehicle (the wing and plow), it will be junked.

Mr. Chase asked if this met the criteria for the Purchasing Policy. The Town Manager responded that it does.

Mr. Belanger asked if this item should wait to be acted upon when it is on the Agenda.

The Town Manager suggested voting the motion down as the Board does not need to take action in order to purchase the parts as we are covered. She and Mr. Goodrow are basically looking for consensus from the Board if they are in agreement with the proposed plan.

The consensus of the Board was to place this item on the next Agenda to follow procedure, however, they were in agreement with the plan presented. They would like the information from Mr. Goodrow regarding the requests for bids/quotes that were sent out and what was received.

Chairperson Brennick suggested that Mr. Goodrow have everything ready for approval at the next meeting.

Mr. Goodrow noted that the equipment that needs to be put on the loader must be "brand" specific.

Mr. Windover and Mr. Belanger rescinded their motion and second.

C. Selectperson's Report

Mr. Windover thanked Mike Mills and the Fourth of July Committee for a great job and show at the event.

Mr. Belanger also said the fireworks was a great show. He would like an update on the UDAG Loans that have been taken out for the last 15 years. The Town Manager responded that she had placed that information in the Board mailboxes, but will get another copy to him.

Mr. Chase noted it was good to see the progress being made on the Isthmus Road by the Public Works Department.

Mr. Brennick noted there is a Special Election on the RSU 10 Bond Referendum for State funds to repair the roof at the Mountain Valley High School, next Tuesday July 11, 2017 at the American Legion. This bond will approve State funds to repair the Mountain Valley High School roof with one-third paid back by RSU 10 at 0% interest and the remaining two-thirds picked up by the Maine Department of Education. This was not voted on in June as the withdrawal needed to be completed beforehand. Next Wednesday, July 12, there will be a meeting here in the Auditorium to discuss a proposed agreement between Nestle Waters of America and the Rumford Water District. He thanked Park and Rec Commission members and all involved for the successful Fourth of July Celebration. He handed out copies of Article VIII, Section 5 of the Town Charter to Board members for their information and to encourage Board members to work together as a unit.

6. Old Business

7. New Business

- A. Approval of Minutes from Select Board Meeting of June 15, 2017 and Select Board's Organization Meeting of June 14, 2017

Mr. Windover made a motion to approve the minutes from the Select Board Meeting of June 15, 2017 and Select Board Organization Meeting of June 14, 2017. Second by Mr. Belanger. Vote: 5-0

- B. Approval of the Town Warrant dated July 7, 2017

Mr. Brennick made a motion to move this item to the end of the meeting. Second by Mr. Windover. Vote: 5-0

- C. Selection of Citizen of the Year 2017-2018

The Chairperson noted there were packets with the two nomination placed in Board mailboxes, however, some Board members did not have the information.

Mr. Windover made a motion to table this item until the next meeting. Second by Mr. Belanger. Vote: 5-0

- D. Appointment to RSU 10 School Board to fill Vacancy until Next Town Meeting per Charter Article XX, Section 1

Chairperson Brennick noted that this appointment would go until next June, 2018.

Mr. Windover asked if there were any write-in candidates.

The Town Manager noted that any write-ins had opportunity to apply.

Mr. Chase noted that write-in candidates only have to be counted if there is a possibility that it could affect the outcome of the election as the law has changed and they are not counted any longer.

Mr. Belanger made a motion to appoint Gregory Buccina to the vacancy on the RSU 10 School Board until the next Town Election Meeting. Second by Mr. Windover. Vote: 4-0-1, Mr. Brennick abstained.

E. Appointments to Boards and Committees

Mr. Chase made a motion to appoint Jerrold Cohen to the 3 Year Term on the Library Board of Trustees. Second by Mr. Belanger. Vote: 5-0

Mr. Windover made a motion to appoint James Theriault to 3 Year Term on the Med-Care Board. Second by Mr. Belanger. Vote: 4-1, Mr. Theriault opposed.

Mr. Windover made a motion to appoint Daniel Richard to the 3 Year Term on the Park and Recreation Commission. Second by Mr. Belanger. Vote: 5-0

Mr. Chase made a motion to appoint Ryan Palmer to the 3 Year Term on the Park and Recreation Commission. Second by Mr. Windover. Vote: 5-0

Mr. Windover made a motion to appoint Mark Belanger to a 3 Year Term on the Planning Board. Second by Mr. Belanger.

Mr. Theriault made a motion to appoint Kenneth MacFawn to a 3 Year Term on the Planning Board. Second by Mr. Chase.

Mr. Chase made a motion for nominations to cease. Second by Mr. Belanger. Vote: 5-0

Vote on Mr. Belanger: 2-3, Mr. Theriault, Mr. Brennick and Mr. Chase opposed.

Vote on Mr. MacFawn: 5-0

Mr. Windover made a motion to appoint Mark Belanger to a 3 Year Term on the Planning Board. Second by Mr. Brennick.

Mr. Chase made a motion to appoint Amy Bernard to a 3 Year Term on the Planning Board. Second by Mr. Theriault.

Mr. Brennick made a motion for nominations to cease. Vote: 5-0

Vote on Mr. Belanger: 2-3, Mr. Theriault, Mr. Brennick and Mr. Chase opposed.

Vote on Ms. Bernard: 5-0

Mr. Windover made a motion to appoint Bromley Cook to the 2 Year Unexpired Term on the Planning Board. Second by Mr. Belanger.

Mr. Chase made a motion to appoint Jonathan Starr to the 2 Year Unexpired Term on the Planning Board. Second by Mr. Brennick.

Mr. Belanger made a motion to appoint Steven Dymont to the 2 Year Unexpired Term on the Planning Board. Second by Mr. Windover.

Mr. Chase made a motion for nominations to cease. Vote: 5-0

Vote on Mr. Cook: 2-3, Mr. Chase, Mr. Theriault and Mr. Brennick opposed.

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

Vote on Mr. Dymont: 2-3, Mr. Chase, Mr. Theriault and Mr. Brennick opposed.

Mr. Belanger made a motion to appoint Steven Dymont to the 3 Year Alternate Position on the Planning Board. Second by Mr. Brennick.

Mr. Chase made a motion to appoint Linda Macgregor to the 3 Year Alternate Position on the Planning Board. Second by Mr. Theriault.

Mr. Chase made a motion for nominations to cease. Vote: 5-0

Vote on Mr. Dymont: 2-3, Mr. Chase, Mr. Theriault and Mr. Brennick opposed.

Vote on Ms. Macgregor: 5-0

Mr. Belanger made a motion to appoint Steven Dymont to the 2 Year Unexpired Alternate Position on the Planning Board. Second by Mr. Windover.

Mr. Chase made a motion to appoint Bromley Cook to the 2 Year Unexpired Alternate Position on the Planning Board.

Mr. Brennick made a motion for nominations to cease. Vote: 5-0

Vote on Mr. Dymont: 3-2, Mr. Chase and Mr. Theriault opposed.

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

Mr. Belanger made a motion to appoint Mary LaPointe to the Rumford-Mexico Sewerage District Board. Second by Mr. Windover. Vote: 5-0

Mr. Windover made a motion to appoint Todd Papianou to the Rumford Water District. Second by Mr. Belanger.

Mr. Chase made a motion to appoint Bradford Adley to the Rumford Water District. Second by Mr. Theriault.

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

Vote on Mr. Papianou: 2-3, Mr. Chase, Mr. Brennick, and Mr. Theriault opposed.

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

Mr. Brennick announced the remaining open vacancies and encouraged citizens to get involved.

F. Approval of Liquor License Application and Special Amusement Permit for 49 Franklin

Mr. Belanger made a motion to approve the Liquor License Application and Special Amusement Permit for 49 Franklin. Second by Mr. Theriault. Vote: 5-0

G. Approval of Criminal Forfeiture CR-17-30258

Police Chief Stacy Carter explained that this is a procedural process. When the court finds the defendant guilty of the criminal forfeiture it can award it to the Town only by approval of the Board. Two firearms were seized in this case.

Mr. Belanger made a motion to approve the Criminal Forfeiture CR-17-30258. Second by Mr. Theriault. Vote: 5-0

H. Signing of Quit Claim Deed for 566 Prospect Avenue

Chairperson Brennick noted that a letter was received from Town Attorney Jennifer Kreckel that explained that the Town's interest has been satisfied. [The Quit Claim Deed with covenants had been signed by the Select Board previously.]

Mr. Chase mentioned that Mr. Kaulback did a great job in removing this building.

Mr. Belanger noted that there is another location on Route 108 that has not met the requirements in the deed that was approved by the Board. Chairperson Brennick noted that the new Code Enforcement Officer will be able to look into these properties.

Mr. Chase made a motion to approve the signing of the Release of Reversionary Interest for 566 Prospect Avenue. Second by Mr. Theriault. Vote: 5-0

I. Discussion on Proposal from RealTerm Energy

Chairperson Brennick noted that we have a proposal from RealTerm Energy to convert our streetlights to LED street lighting.

The Town Manager explained that RealTerm Energy would like to come in and present their proposal to the Town at a future meeting. She also gave a history of the vetting process of this type of proposal and that this represents thinking outside of the box for real energy savings for the community; a real game changer. Also, Wifi and security cameras can be incorporated into the placement on the poles.

Mr. Chase noted that there is potential for a half million dollars savings in ten years. He would like to have the company here to present to the Board directly so that questions can be asked.

Mr. Windover asked what we were paying for the streetlights prior to when we removed many a few years ago.

Eric Davis said he believed 80 lights were removed.

The Town Manager mentioned that this company will do an evaluation on the number of lights we have, on light pollution and on the various types of lighting in different areas of town and make a recommendation.

Mr. Davis noted that the downtown area has a massive amount of light pollution that is not necessary and he is into saving money and green energy.

Candice Casey noted that the crosswalk lights do not work. She asked if someone will look into getting those fixed.

The Board was in consensus for the Town Manager to contact RealTerm Energy to come to a future Board meeting.

The Town Manager believes this could be incorporated into our Downtown Project.

J. * Discussion on Town Manager Evaluation Policy

Chairperson Brennick believes the Town is a service provider and our most important capital is human capital; therefore, we need a good evaluation procedure. Copies of the draft policy were placed in Board mailboxes and he asked for discussion and feedback. Some Board members did not see the information and the Chair will make sure they get copies to review before the next meeting.

Mr. Chase noted that he attended a training on Roles of Elected Officials and Town Managers. It was stressed that new Town Managers be evaluated within six months to give constructive criticism and provide direction on where efforts should be focused.

Mr. Chase also noted that sometimes municipalities ask civic groups or department heads to fill out an evaluation on an anonymous basis for further perspective.

Mr. Belanger believes this first evaluation should be kept within the Board.

Chairperson Brennick would like to approve this policy at the next Board meeting.

* 7B. Approval of Town Warrant dated July 7, 2017

Mr. Windover made a motion to approve the Town Warrant dated July 7, 2017. Second by Mr. Chase. Vote: 5-0

8. Adjournment

Mr. Chase made a motion to adjourn at 8:22 p.m. Second by Mr. Theriault. Vote: 5-0

LBJ/tp

Linda-Jean Briggs
Town Manager