

BOARD OF SELECTPERSON'S MEETING
August 16, 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: Bob Chase, Eric Davis, Richard Coulombe, Kris Howes

1. Call to Order at 6:30 p.m. by Chairperson Brennick
2. Pledge of Allegiance to the American Flag
3. Public Hearing:
4. Special Presentation or Award

None

5. Comments

A. Public Comment

Eric Davis asked for an answer to his question. Mr. Brennick stated that he would get back to him.

B. Town Manager's Report

Town Manager Report

8/16/2017

- Participated in the clean-up of the Falmouth St area where more than 8 yards of trash was recovered along with a significant amount of metal including three shopping carts. We hope to organize another one in the Fall once the leaves come down and encourage more residents from that area to participate.
- Met the crew and took a sledgehammer to the Kimball school [in Rumford Point]. I certainly didn't make a dent compared to our excavator. It is all cleaned up and seeded with hay covering the surface.
- Met with members of the Library board.
- Attended the MTCMA Institute. The focus was on attracting and retaining the next generation of workers in the public sector.
- Each year the Managers are asked to bring in perishable items. For each item you receive a ticket. The stock of food is raffled off and the winner brings it back to their community Food Pantry. I am happy to announce, I won the raffle and was able to deliver more than 100 lbs. of food to the Food Pantry operating out of the Green Church.
- Dealing with various personnel matters.

- We are participating in an effort to assess the broadband needs for our community. There are two surveys you are asked to fill out. If you are a resident, please complete the community survey
 - <https://www.surveymonkey.com/r/mainewestcommunitysurvey>
- If you own a business, please complete the business survey
 - <https://www.surveymonkey.com/r/mainewestbusinesssurvey>

As a reminder, I am on vacation the week of August 21-25, but as always available on my cell..

Respectfully Submitted:

Linda-Jean Briggs
Rumford Town Manager

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

Code Enforcement Officer Richard Coulombe informed the Board that it was brought to his attention after 206 Cumberland Street was torn down that there was concern about burying debris on site. There is an exemption in MaineDEP rules that allows disposal of building debris on site if less than an acre. The Town asked that the contractor cover it with gravel to cap it. To date he has issued 27 permits for buildings, demolitions and renovations. The Town Manager noted that these many permits have been given since July 10, 2017 when Mr. Coulombe became Code Enforcement Officer; things are happening in the area.

D. Selectperson's Report

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

Mr. Theriault asked if the Board would get a list of the buildings up for demolition.

The Town Manager noted that due to the transition of a new Code Enforcement Officer, the Ad Hoc Committee had not met. They will be meeting the end of this month and once recommendations are made, they will be given to the Board for their decisions.

The Town Manager noted that she is contacting a contractor for the asbestos evaluations, on the properties that are on the demolition list, to be ready to do the work when Public Works is available and get this done in a timely manner.

Mr. Chase asked if the Ad Hoc Committee suggests the priorities.

Fire Chief Chase responded that we get the newly acquired tax list the end of April. This year things have been delayed because of the lack of a Code Enforcement Officer. The Committee provides packets to the Select Board with recommendations on what should be done with the buildings. The Select Board sets the priorities.

Mr. Brennick gave copies of the Purchasing Policy to all Board members to review prior to the next meeting and workshop for discussion. He plans to attend the Tri-Chamber Barbecue in Wilton tomorrow as it is a good chance to network. He congratulated Jesse Pelletier of Mexico for his achievement of becoming an Eagle Scout. The Select Board signed a recognition certificate for him. The Rumford Water District Board approved the agreement with Nestle,

Poland Springs. From there it goes to Poland Springs, the Select Board and Planning Board. The Town will need to find a third party hydrologist. He would like to stay with the law firm of Boothby Perry for continuity on this matter during the process.

6. Old Business

A. Street Light Buy Out

The Town Manager noted the memo states the price changes on a monthly basis. Back in May it was just shy of \$75,000.00 to purchase all of the fixtures that also includes the arms on the poles. She also attached a conceptual financial model from the Town of Falmouth to her Town Manager report for the Board members to see what to budget for going forward.

Mr. Chase made a motion to approve \$20,000.00 for completion of the survey to begin the Real Term project. Second by Mr. Theriault.

Mr. Belanger noted that if the Town does not want to spend this money, we are out \$20,000.00.

Eric Davis asked for clarification and gave his opinion on the issue.

Vote: 5-0

B. Adoption of New Policy, "Adoption of Policies"

Chairperson Brennick discovered that the Town does not have a procedure for adopting policies and he suggested that we develop a policy to adopt policies. He believes we need a mechanism by how things become official policy.

Mr. Theriault asked if this would affect all areas of the Town, specifically the Police Department.

Mr. Brennick believes there is a difference between a directive and a policy and he believes the Board should be approving policy.

Fire Chief Chase believes the Board of Selectpersons should be adopting policies that are within the scope of the Board's authority and offered examples of policies that are adhered to by the Town universally as compared to policies within departments.

Mr. Chase believes the proposed policy should be reviewed by the department heads to gather their input for the Board to consider which would result in a more comprehensive policy.

The Town Manager noted that the Board is the creator of legislative policies and it is the personnel that are responsible to uphold those policies. Policies within departments are considered operational policies.

Mr. Chase made a motion to table this item to gather further input from department heads and the Town Manager in revising the document before placing on a future agenda. Second by Mr. Belanger.

Mr. Brennick was concerned that this does not get overlooked; however, he agreed more input from stakeholders is warranted.

Chief Chase believed there would be three different sets of policies, for the departments, Town Manager and Select Board, and that they should be reviewed on a regular basis.

Vote: 5-0

7. New Business

A. Approval of Minutes from Select Board Meeting of August 3, 2017

Mr. Brennick made a motion to table this item until the next Board meeting as the recording was not available for transcription until recently. Second by Mr. Belanger. Vote: 5-0

B. Approval of the Town Warrant dated August 18, 2017

Mr. Windover made a motion to approve the Town Warrant dated, August, 18, 2017. Second by Mr. Chase. Vote: 5-0

C. Request for Funding from Envision Rumford for Pumpkin Fest – Kris Howes

Kris Howes of Envision Rumford reported meeting with the Town Manager and Police Chief regarding street closures for the Pumpkin Fest on October 14, 2017, as has been done in the past. Mr. Howes asked the Board to match the \$1,000.00 donation that was made from the Town last year.

Mr. Belanger made a motion to approve a donation of \$1,000.00 to the Pumpkin Fest. Second by Mr. Chase.

Mr. Windover noted there were several thousand people at this event and would like to consider a larger donation.

Mr. Howes added that other communities have personnel from the Towns that help with street closures and running of the festival and asked if the Town could provide similar assistance. The Fire Department has a food booth that is manned by the department and possibly the Police and Parks personnel could assist in other ways. He has only 15 members on his staff to man the event. Traffic control and direction for drivers would be very helpful.

The Town Manager noted that she would encourage department heads to carve out a figure in the budget to assist with Pumpkin Fest going forward which could help in growing the festival. The Town would then be able to provide some assistance while managing the budget.

Mr. Belanger suggested an additional \$500.00 from cable franchise fees to cover the budget for personnel.

The Town Manager explained that in the past the barricades were dropped off for the Envision Rumford group to put in place. She finds that this arrangement is unusual and from an operational perspective that this would be something the Town should be doing, especially in light of liability issues.

Chairperson Brennick suggested voting on the motion to approve the \$1,000.00 tonight and then coming back to the next meeting with the cable franchise fee balance and a figure from the Police Department for an officer to be at the festival.

Chief Chase noted that they are not able to use their Junior Fire Fighters for traffic control as they are under age.

The Town Manager believes that the Board can make the decision at the next meeting and not require Mr. Howes to come back.

Vote: 5-0

Mr. Chase suggested that Mr. Howes come back to the Board during the budget process to make an Initiated Article request for funding.

Mr. Howes was thanked for all his efforts in planning the festivals.

D. Appointment to AVCOG General Assembly

Mr. Windover made a motion to nominate Christopher Brennick as the AVCOG General Assembly Representative. Second by Mr. Belanger. Vote: 5-0

E. Approval of Quit Claim Deed for 123 Luxton Avenue

Mr. Belanger made a motion to approve the Quit Claim Deed for 123 Luxton Avenue. Second by Mr. Windover. Vote: 5-0

8. Adjournment

Mr. Theriault made a motion to adjourn at 7:39 p.m. Second by Mr. Chase. Vote: 5-0

Linda-Jean Briggs
Town Manager

LJB/tp