

**BOARD OF SELECTPERSON'S MEETING MINUTES**  
**November 15, 2018 6:30 p.m.**  
**Rumford Falls Auditorium**

***PLEASE NOTE THAT ALL QUESTIONS OR COMMENTS MUST BE ADDRESSED FROM THE PODIUM FOR DIGITAL RECORDING PURPOSES. PLEASE RAISE YOUR HAND TO BE RECOGNIZED BY THE CHAIRPERSON OR COME TO THE PODIUM.***

**Present:** Christopher Brennick-Chairperson, Michael Peter Chase-Vice-Chairperson, Mark Belanger-Selectperson, James Windover-Selectperson, John Pepin, Sr.-Selectperson

**Attendees:** Deborah Laurinaitis, Beth Bellegarde, George O'Keefe, Tom Bourret, Richard Coulombe, Candice Casey, Chris Reed, Stephanie Reed, Steve Dymont, Todd Wardwell, Bruce Farrin, David Austin, Theresa Sax

1. Call to Order

2. Pledge of Allegiance to the American Flag

3. Public Hearing:  
NONE

4. Special Presentation or Award:  
NONE

5. Comments  
NONE

- A. Public Comment
- B. NONE
- C. Town Manager's Report

- Met with representatives from HUD and our congressional delegates concerning opportunities for renovation and lead paint removal program for residents
- Met with United Way representative to schedule a presentation on the merger of Androscoggin and Oxford Counties service
- Hosted an reception to celebrate Jim Rinaldo's retirement and welcome to George O'Keefe as the new economic development director
- Provided an MMA series of workshops to all employees- this week we participated in the workshop titled, "Dealing with Difficult people"
- Attended the envision Rumford meeting
- Attended the McDonalds re-opening
- Met with DOT and utilities coordinating the Rt 2 paving project-slated for 2019 construction season-it will involve 1 ½ " shim then overlay from Free St to Circle K in Rumford. In Mexico starting at the Red Bridge to the Peru/Mexico bridge are also slated for work

- The Town Office will be closed on Friday November 23, 2018. All employees will take a vacation day.
- Conflict with the tentatively scheduled Workshop on the 29<sup>th</sup>. I have been asked to attend and address folks at the JMG (Jobs for Maine Graduates) Opening Ceremony at the High School. This program works with students to help identify possible careers and make volunteer mentors available for job shadowing and potential internships

Winter wrap up has begun on the Island Construction project. Here is what you can expect in the final two weeks of November.

The weather has become too cold to properly install concrete and permanent pavement. Moving forward those areas of sidewalks approximately ½ mile, not completed will have 4in. of gravel installed and graded, 2” of temporary pavement in place for the winter. The hotel side of Lowell St. will have steel plates installed for the winter and temporary pavement placed over them to ensure weather protection. This sidewalk will NOT be available for pedestrian traffic through the winter. Temporary pavement will also be placed at the cross trench on River St, fire station apron, and a couple of places around Dunkin Donuts. All stubs are in and road signs will be installed. Electrical wire and conduit is in and lights are scheduled for installation shortly. The cost of this temporary work is borne by the contractor.

It is disappointing to know we weren't able to fully complete the project this year. We are extremely thankful to the businesses and all of their patrons for the inconvenience suffered during this season. Your continued optimism has been infectious. The contractor will return toward the end of April

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

Mr. O'Keefe gave an Economic update and statistics on wood pulp index 1928-2018. 218.3 index present. Significant increase in this last year. Value of the Rumford Mill is the highest it has ever been; significance due to export to China.

Mr. Brennick asked questions regarding stability being added to the market. Mr. O'Keefe expanded on reasons...Wood Pulp market was recently globalized, when Chinese Market would not allow waste paper to be imported into China; changing the value of wood pulp. Wood pulp is not considered a waste product. It is considered a finished product and is legal for import into China.

Mr. O'Keefe explained grants expected to be coming in. Maine DEP- Stream Culvert Program, funded through Transportation Bond. \$5 million worth of bonds that have never been issued from 2017, as well as, an additional \$5 million= \$10 million, that was appropriated on Election Day. This to be distributed January-February 2019. United States Fish and Wildlife Service involved due to survey of stream crossings; having an impact of fish habitat. This grant funded by the State of Maine will possibly pay for 4-5 culverts, will be processed through our Finance/Accounting department, as required by the State. He went on to explain the application process and potential costs of the work to be done at approx.

\$100,000.00 per culvert. Scotty Brook at Isthmus Rd. culvert survey included Mr. Mills, Mr. O'Keefe and contractor from US Fish and Wildlife. They found Wild Eastern Brook Trout spawning in the stream and culvert; strong natural resource standpoint and strong economic development perspective. Habitat is extremely special in the sense that these fish are very sensitive to habitat. In flux of grants to give the ability to manage, preserve and conserve this very special resource.

Mr. Belanger asked about jobs and economic development; not feeling that Mr. O'Keefe's direction is related. In his opinion they want to hear about new business, new jobs...

Mr. O'Keefe expanded on opportunities for employment coming and two restaurant developments being negotiated on Congress St.

Explained underappreciated and underutilized assets, as a large part of economic development picture, in expanding the economy. Marketing the area in part as an outdoor recreational area; natural resources...Focus of Comprehensive Plan.

Mr. Coulombe, Town Manager and Mr. O'Keefe attended grand re-opening of McDonald's today.

He spoke of the buildings that have been demolished and thanked the property owners that took it upon themselves for the demolition process.

Acadia next week to remove Asbestos from the two buildings deemed "Dangerous Buildings".

Tested Knox Street for Asbestos. Possibly stated for demolition in the spring of 2019.

Mr. Brennick expressed that he had noticed the demolition project on Prospect Ave. and how nice it looked and how quickly it was demolished with all debris removed from the site. He asked Mr. Coulombe to pass on how pleased the Board is with these demolition properties and process in which it was done and finished.

#### E. Selectperson's Report

Mr. Chase spoke on how well the Election went and Sargent's work on making the American Legion accessible for the public. Approx. 2250 people turned out to vote at the site.

Mr. Belanger asked for a detailed analysis on expenditures on the Downtown Project, to date and what is expected for completion.

Mr. Brennick attended the McDonald's Open House and spoke of the cash donation of approx. \$1000 to GRCC, focusing on helping youth in Rumford to access recreation. 10% of all sales on Friday 11/16, Saturday 11/17, and Sunday 11/18 will go directly to RES. RES contributed art work for the grand re-opening. He encouraged doing business with McDonald's over the weekend. He also, spoke of scholarship funds donated to a MVHS graduate toward college, through McDonald's Archway Achievement Grant. He spoke of improvements made...and community involvement plans.

#### 6. Old Business NONE

#### 7. New Business

##### A. Approval of Minutes from Select Board Meeting of November 1, 2018

Mr. Belanger made the motion to approve. Seconded by Mr. Windover  
Vote-5-0

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B. Approval of the Town Warrant dated November 15, 2018

Mr. Brennick made the motion to TABLE warrant to the end of the meeting, for all Board members to have a chance to review. Seconded by Mr. Belanger  
Vote-5-0

Mr. Chase made the motion to approve. Seconded by Mr. Pepin  
Vote-3-2 Mr. Belanger and Mr. Windover opposed

C. Discussion and Action on Hiring Freeze

Mr. Windover asked for this agenda item. M. Brennick asked Mr. Windover to elaborate on his reason for the request.

Mr. Windover explained he did not actually want it interpreted as a hiring freeze but, more for the Board more input and final approval of recommendations regarding new hires; perhaps creating a policy on how employees, specifically Firefighters and Police Candidates are hired.

Mr. Chase disagreed whole-heartedly; explaining trust and responsibility in and of Department Heads to make those decisions along with Town Manager, responsibility and expertise it falls, as the Manager. He further went on to say that Board members are not qualified for interviewing or in the hiring process for Police and Fire; the experts being the Department Heads. He spoke of his knowledge, an appointed committee done within departments, along with the Town Manager in the review of applications, interview and hiring process of candidates. Town Manager is responsible for the final hiring/job offer.

Mr. Pepin suggested that NEW/ADDED positions (Account Assistant, Economic Development) be presented to the Board for approval.

Mr. Belanger suggested reviewing level of service prior to any new hires. He agreed with Mr. Pepin's point of view and suggestion, as did Mr. Windover.

Mr. Chase explained the process of reviewing departments, not being timely and anticipated being very involved. He went on to explain the ramifications of the suggestion; not being able to hire for winter road maintenance, etc. He expressed the Board making decisions that could affect negatively, in the long range/term being detrimental to services.

Ms. Casey spoke of past procedure. Questioning the change in the past few years. She spoke in support of the recommendation by Mr. Pepin.

Mr. Chase expressed indeed the process is followed in hiring.

Mr. Windover expressed the Board not being notified when departments are hiring.

Town Manager and Mr. Chase interjected with that not being a false statement. She went on to explain what was adopted in the 1950's regarding the Charter. The authority rests with the Town Manager's Office, in Rumford's Town Manger form of Government. She expressed, moving forward, she did not disagree with the Board having more input into newly created positions. She explained refusal to relinquish her authority as Town Manager, as written in the Charter and Ordinances, for the Town Manager to hire and fire. She went on to say that it would be a violation of the Town Charter and Ordinances, as well as, the Town Manager/Select Board form of Government, for the Board to take the authority back.

Mr. Brennick expressed there being many aspects to this process; level of service through the Budget process being one. He suggested creating job descriptions attached to NEW positions, in a common format driving the request and specific need for additional investigation attached to an evaluation tool to  
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go along with a funding request all created through the Budget Process for the position(s). He agreed with Mr. Chase in his opinion of the Board's qualifications in the hiring process. He suggested, in his opinion, creating and developing written policies, procedures and mechanisms to follow, regarding this matter, for approval by the Board in a coherent and fashionable manner. After creating policy; Town Attorney to review for accuracy and compliance with Town Charter and Ordinances.

Mr. Windover expressed that level of service is not in the purview of the Finance/Budget Committee, rather via Charter, the Select Board sets level of service.

Mr. Brennick disagreed.

Mr. Chase disagreed. He did agree with Mr. Pepin.

Mr. Pepin made the motion for Board approval for creation of any NEW position. Seconded by Mr. Windover

Mr. Belanger spoke of his opinion, supporting Mr. Pepin. Discussion continued with Mr. Belanger, Mr. Brennick and Town Manager

Mr. Brennick agreed with having conversation and creating policy and having the Town Attorney review; not interfering or going against Town Charter.

Mr. Chase reminded the Board that three of the sitting members to date were on the Charter Commission that consolidated the Finance Committee and Select Board, to design and create the process ultimately Finance/Budget Committee, as it stands today; passed easily with the voters.

Mr. Pepin asked for possibility of input prior to going to the Finance/Budget Committee. Mr. Chase agreed with the possibility.

Town Manager also, agreed with discussions in advance. Expressed that it is the Town Manager that presents the Budget to the Finance/Budget Committee. It represents the Town Manager's budget. If department feels the need for an additional position, it is done through the Finance/Budget Committee. That is the process and the way the Charter is written/reads. She explained the process from the Select Board input to voting as a Finance/Budget Committee member.

More discussion ensued between Mr. Windover and Town Manager regarding level of service and process.

Town Manager expressed that if the Board wants to see the Charter changed. They need to establish a Charter Review Commission.

Mr. Pepin reiterated his motion.

Mr. Chase and Mr. Brennick asked Mr. Pepin to write down the exact wording and objective behind his request, to discuss at another Board Meeting.

Both along with Town Manager explained it is an ongoing process to evaluate level of services being done through workshops with departments, etc.  
Vote-5-0

~~D. Discussion and Action on Woodbury Hill Professionals Findings and Repair Estimate for Rumford Center Meeting House with Mr. Potter~~  
Mr. Potter was not present. \* Move to future Agenda\*

- E. Discussion and Action on Request from Maine Preservation to Authorize Filing a Suit in the Name of the Town of Rumford, to Quiet Title to the Tax Acquired Properties Located at- 25-27 Erchles Street, Strathglass Park, to be paid by Maine Preservation.

Mr. Windover made the motion to approve Quiet Title. Seconded by Mr. Belanger  
Vote-5-0

- F. Discussion and Action to Sell Entire Lot of Granite from Downtown Project to Granite Dealer for \$10.00 per Linear Foot Equaling Approx. \$50,000.00

Mr. Windover made the motion for authorize Town Manager to negotiate the sale of granite.  
Seconded by Mr. Belanger  
Vote-5-0

- G. Discussion and Action on Christmas in the Valley Parade Permit

Mr. Belanger made the motion to approve. Seconded by Mr. Windover  
Vote-5-0

- H. Discussion and Action on Approval of Bayroot Revocable Limited License and Authorize Town Manager to Sign License as well as, Authorize the Use of Town Equipment for the Project of Clean-Up of Trees and Brush on Falls Hill

Town Manager explained the origin (Beautify Rumford) and reason for the request, as well as, the intended result.

Mr. Belanger made the motion to approve. Seconded by Mr. Windover  
Vote-5-0

- ~~I. Discussion and Action on Code of Ethics/Code of Conduct for Select Board~~

\*Move to December 1, 2018 Agenda\*

Mr. Austin was here to represent Mr. Wardwell in property Bid.

Mr. Windover made a motion to ad Discussion and Action on the agenda. Seconded by Mr. Brennick.  
Vote-5-0

- J. Discussion and Action on Property Bid by Mr. Wardwell.

Mr. Windover made the motion to approve property lot Bid of \$1500.00 by Mr. Wardwell and release the deed to the property. Seconded by Mr. Belanger

Mr. Chase expressed the Board having the right on approval or denial of any Bids.

Town Clerk, Ms. Bellegarde came to the microphone to explain the reason the check was cashed by the Town. Common practice to not leave payments in limbo. It is placed in an escrow account for holding. When a decision is made the process continues.

Vote-5-0

8. Adjournment

Mr. Windover made the motion to adjourn. Seconded by Mr. Belanger

Vote-5-0

Linda-Jean Briggs  
Town Manager

LJB/pc