

BOARD OF SELECTPERSON'S EXECUTIVE SESSION AGENDA
January 3, 2019 6:00 p.m.
Jury Room

1. Pursuant to § MRS: Title 1, Chapter 13, Subchapter 1, Section 405-6A Economic Development

BOARD OF SELECTPERSON'S MEETING MINUTES
January 3, 2019 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: Chris Reed, Eric Giroux, Dale Roberts, Kylee Pelletier, Fischer Cormier, Roland Louvat, Nick Woods, Paige Vemey, Candice Casey, Gina Hinckley, Tony Carter, Mike Arsenault, Ed Carey, Marisa Bethea, Josanne Dolloff, Rick Blanchard, Jim Rinaldo, Seth Carey, Richard Lovejoy, Bill Dale, Linnell Geronda, Beth Bellegarde, Gary Dolloff, Kevin Knox, Richard Coulombe, Craig Chamberlain

1. Call to Order
2. Pledge of Allegiance to the American Flag

Mr. Brennick requested a moment of Silence in honor of Robert (Robbie) C. Welch, Former Rumford Town Manager; passed away in the early morning of January 3. Mr. Brennick expressed kind words of Mr. Welch's tenure with the Town of Rumford. Thoughts and prayers are with his family.

*Mr. Brennick made a motion to amend the agenda to add an Emergency Executive Session at the end of the evening, in regards to a personnel matter. Seconded by Mr. Belanger
Vote-5-0

* Pursuant to § MRSR: Title 1, Chapter 13, Subchapter 1, Section 405-6A, Personnel Matter*

3. Public Hearing:
NONE
4. Special Presentation or Award:
NONE
5. Comments
 - A. Public Comment

Ms. Casey expressed concerns regarding snow removal on the island, as well as, snow removal equipment use and purchase.

Mr. Dolloff expressed concerns and citizens requesting answers regarding the Town Manager, Linda-Jean Briggs and to why she was fired. He asked that a public announcement be made; expressing- the citizens have a right to know...

B. Town Manager's Report

Previous Town Manager Robert Welch passed away this morning. We offer our sincerest condolences to the family. We also want to recognize the many years of service he provided the town at the Highway Garage and as Town Manager for 11 years. He certainly will be missed.

The Police Union has sent a letter to begin negotiations of a new contract. Their current contract expires June 30 2019. I can send a letter to request dates in the near future to begin.

There is information in your packet regarding Hazardous Materials Response changes. The Fire Chief Has been selected as a GO TEAM based on his experience and training to respond to incidents and assess the level of response needed. This is a component of Mutual Aid that is already in place. The benefits are to reduce the response of large apparatus and personnel which reduces risk and liability.

In regards to the roof. There is still a leak and water coming in from an exterior area covered by slate shingles. I believe the scope of the work will require us to go out to bid. I'm not sure anyone will be able to assess it until spring.

Chief Carter added, with regards to the sidewalks, there have been many complaints today. The sidewalk plow that was put out to Bid was not delivered, as expected. The company is providing a piece of equipment (this afternoon or tomorrow morning) to clear the sidewalks until we receive the new sidewalk plow. He apologized the citizens for the inconvenience, assured it will be corrected asap.

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

Chief Reed, Fire Chief and Emergency Management Director for the Town of Rumford- he provided the Board an Informational Response Update 1. To notify the Board, some resources may go out of Town for mutual aid. Meeting held December 11, 2018. State of ME, Oxford County, Nine Dragons and Rumford Fire met at Nine Dragons EOC. Due to funding cuts, in the State of ME for Hazardous Materials Response. Teams are no longer available due to cuts, cost of equipment, training, continuing education, etc. The State of ME has assembled a "GO TEAM" Rumford was selected due to Fire Chief having extensive training an skill set in Emergency Response for Hazmat. Rumford rates #1 or #2 due to a large amount of hazardous materials located in the area with fixed facility- Nine Dragons-Rumford Power, etc. rail and road for Oxford County. He explained to the map, evaluations, procedures and policies...Hazmat...Decon Strike Team...

Mr. Chase asked if Franklin County financed this program. Chief Reed explained, it is State funded. All Counties are within the State plan to address hazardous materials throughout the State.

D. Selectperson's Report

Mr. Belanger mentioned reviewing the work in the attic of the Municipal Building. Concerns for fire safety as a roof system was built under the sprinkler system, to catch leaks. He suggests having the work evaluated for safety, etc.

Chief Reed was asked for his opinion. He suggested it be assessed by a protection engineer.

Mr. Brennick asked Chief Reed to take photos and work with Richard Coulombe, CEO for a plan...

Chief Carter suggested addressing the exterior of the roof.

Mr. Chase suggested waiting until spring and having the situation corrected properly.

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Mr. Windover noticed the constructed roof is placed on top of the rafters and plaster in the attic; not meant to support any load of weight.

Mr. Brennick again suggested that Chief Carter, Chief Reed and CEO, Richard Coulombe create a plan of action to remedy the situation.

Mr. Brennick suggested cancelling the Public Works Workshop on Level of Service, due to the more important and pressing issues at this time. Change the Agenda for the Workshop, scheduled on January 9, 2019 at 5:30 p.m., to put together a plan for the hiring of a new Town Manager. He asked for the permission of the Board to amend the January 9, 2019 Workshop Agenda. Mr. Brennick to email proposals to the Board prior to that date.

Mr. Pepin agreed with Mr. Brennick.

Mr. Chase suggested addressing and discussing an interim Town Manager, as Chief Carter explained this would be a very temporary position for him.

Chief Carter mentioned that Budget Season would be beginning and there are workshops scheduled for all departments with the Board to discuss budgets and level of service.

Mr. Brennick mentioned the awareness of the emotion, anger and anxiety concerning what is happening... The Board is working on behalf of what is best for the Town. The Board is working to be successful for the future. He spoke of the huge divide within the Community and working to bridge that divide.

6. Old Business NONE

7. New Business

A. Approval of Minutes from Select Board Meeting of December 20, 2018

Mr. Belanger made a motion to approve. Seconded by Mr. Windover
Vote-4-0-1 Mr. Chase Abstained (he did not have a chance to review)

B. Discussion and Action on Revaluation

Mr. Brennick explained the procedures and timeline for the process. He explained all paperwork/documents provided to the Board.

Mr. Belanger asked the Assessors the reason for the Bid chosen, \$284,500.00. There were two (2) additional Bids that were approx. \$100,000.00 less. He asked for an explanation.

Assessors Agent Linnell Geronda replied, there was a Bid from KRT Company for \$184,000.00; would not provide the Town with a bond and stipulated Vision Appraisal software be used at an additional cost of \$15,000.00 to the Town. Bid from JF Ryan \$196,000.00; not included in the Bid was cost of going to hearing of advanced level if any homeowner appealed the appraisal, charging \$800.00-\$1600.00 daily for hearings, along with \$400.00 - \$1000.00 per report. The Bid chosen met all the requirements of the Town.

Mr. Belanger mentioned, one (1) of Bids included specific timeline and the other Bid included public advertising; the chosen Bid did not. He expressed would have been nice to have the dates, public announcements and hearings included in the Bid.

Ms. Geronda explained the Bid did originally have a timeline; due to commitment being so late this year, the company was put off and unable to follow the specific timeline.

Mr. Windover asked why commitment was so late this year.

Ms. Geronda explained a combination of many factors outside/beyond her office.

Mr. Chase Page 9 Bid specs explains the policy and procedures; not followed by the company.

Ms. Geronda again, explained the lateness of commitment being the issue. She was made aware the day prior to the revaluation beginning and was given the press release, which was immediately given to the Rumford Falls Times; which comes out on Wednesdays. She agreed, it should have been done better. Unfortunately that is how it came to be.

Mr. Belanger asked why commitment was so late. Ms. Geronda expressed that would need to be addressed with the Town Manager and or the Finance Director.

Mr. Windover suggested asking the Finance Director when she arrives for the meeting with the warrant. He asked if the chosen Bid present Performance Bond. Ms. Geronda replied, yes.

Mr. Brennick asked questions regarding a Winsketch (graphic program that allows the Town diagrams of properties on the computer). Ms. Geronda replied, Bid was submitted with and without. The Bid was chosen with Winsketch.

Mr. Belanger thanked Ms. Geronda for providing and having all the information printed and presented to the Board. RJD Appraisal, Board of Assessors and Ms. Geronda all made concerted efforts into providing all documentation to the Board. She expressed hopes that the documentation answered all questions.

Mr. Brennick asked if the RFP was reviewed by an Attorney, Ms. Geronda replied, of course.

She explained what Mr. Bourret suggested; having the Tax Bill prep company also, create the mailer, as a cost saving measure.

Mr. Chase mentioned RJD was responsible for notification. He asked if the Town would be reimbursed for postage.

Assessor's Board member, Mr. Lovejoy explained the ad was sent to the Rumford Falls Times and on the Town website. He explained that it was a day late; it was advertised.

Ms. Casey expressed safety concerns, with "these people (Appraisal Company) coming to our doors and into our homes.

Ms. Hinckley, expressed concerns of those that pay mortgage, as well as, mil rate taxes

Mr. Brennick explained the process called, "equalization" creating an equalization within the market.

Assessor's Board member, Mr. Chamberlain explained the job of the Board of Assessors and making sure that each individual pays their fair share of taxes annually. Taxes are not solely based on just the assessment, but on the mil rate; based on the budget that the citizens vote on annually.

Chief Carter reminded the Board that they need to approve the first payment of \$56,900.00 that was TABLED at the December 20, 2018 meeting.

Mr. Brennick made a motion to approve the first payment of \$56,900.00 to RJD, for revaluation. Seconded by Mr. Chase
Vote-5-0

C. Discussion and Action on Pennacook Falls Investment Group Hotel Project

Mr. Carter gave an update on the project. Equity has been secured for the 20% commitment to the bank along with a commitment letter from the bank, they have secured a construction company, engaged a

hospitality group and at this point working with an architect for some minor design changes. Hoping to break ground on April 1, 2019. Requesting a four (4) month extension to April 1, 2019. The UDAG is accruing interest.

Mr. Chase made a motion to approve the extension to April 1, 2019. Seconded by Mr. Windover.
Vote-4-0-1 Mr. Pepin Abstained

Discussion on Current Fiscal Status, Budget vs. Actual TABLED at December 20, 2018 Meeting.

Mr. Brennick reminded the Board of the documents/budget sheets they received, as well as, budget vs. actual documentation; expense report, revenues report, at or above 50% through December 21, 2018. He went through the budget vs. actual individually...

Mr. Chase reminded the Board that County taxes will be going up next year. There was a substantial hike in the County budget for FY 2019.

Mr. Belanger expressed concern for Public Works overtime budget at 40%.

D. Discussion and Action on Street Light Project

Chief Carter explained information on lease amount quotes with four (4) different options: Option 1. Pay just the lease amount for equipment \$265,820.00, requested seven (7) year lease and ten (10) year lease. Option 2. Equipment costs plus \$67,000.00 to purchase existing lights from CMP; with same lease period as option 1. He expressed not delaying this project any longer; more costly in the long run. Pay the equipment and reduce the payment for the electricity; more savings to the Town. Purchasing the current fixtures and enter into a contract with RealTerm Energy to replace the fixtures with LED lights and the lease would be to complete the project. Equipment costs are 69% of the total bill. The savings is in buying the equipment and owning vs. leasing.

Mr. Chase expressed including extra funds for maintenance issues, etc.

Mr. Brennick replied, in a Capitol account.

Mr. Brennick made a motion for Option 2. For seven (7) years. Seconded by Mr. Chase

Mr. Belanger asked purchase cost for fixtures. Chief Carter replied, \$36.00 per fixture. In acquisition at completion of work approx. \$410.00 per fixture.

Mr. Chase, Mr. Brennick and Mr. Belanger all agreed, during FY budget to create a maintenance account for savings on interest going with seven (7) year term with RealTerm Energy; to go into for maintenance costs of lights of approx. \$21,000.00.

Vote-5-0

E. Approval of Town Warrant dated January 4, 2019

Mr. Brennick expressed the warrant was not ready for review, motion and vote. He made a motion to TABLE following Executive Sessions. Seconded by Mr. Belanger.

Vote-5-0

8. Adjournment

8:08 p.m.

Motion made by Mr. Belanger to go into Executive Session. Seconded by Mr. Windover

Vote-5-0

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BOARD OF SELECTPERSON'S EXECUTIVE SESSION AGENDA
January 3, 2019
Jury Room

1. Pursuant to § MRS: Title 1, Chapter 13, Subchapter 1, Section 405-6A, Union Labor Contract
Fire Department

BOARD OF SELECTPERON'S EMERGENCY EXECUTIVE SESSION AMENDED AGENDA
January 3, 2019
Jury Room

1. Pursuant to § MRSR: Title 1, Chapter 13, Subchapter 1, Section 405-6A, Personnel Matter

Portion of meeting not recorded. Going from written notes by Acting Town Manager, Chief Stacy Carter

Mr. Brennick made a motion for a \$100.00 per day stipend for Chief Carter, Acting Town Manager; retroactive to his first day as, Acting Town Manager.

Vote-5-0

Adjournment

Mr. Chase made a motion to adjourn. Seconded by Mr. Pepin

Vote-5-0

8:48 p.m.

Acting Town Manager
Stacy Carter

SC;pc