

Town of Farmingdale
Select Board Meeting Minutes
August 7, 2019

Members Present – Nancy Frost- Wayne Kilgore – Andy Vellani
Others Present: Rose Webster – Jim Grant – Steve Stratton

Selectboard reviewed and signed the Treasurer Warrant # 106 and Payroll Warrant # 206

Meeting opened by Nancy Frost at 6:30 p.m. with the Pledge of Allegiance.

Tax Commitment: Rose went over the figures for the 2019-2020 Tax Commitment she submitted to the Selectboard for their review at the workshop last week. During that time, she presented the Board with 3 worksheets with different mil rates and what the overlay would be with each one. She also noted that as a result of Maine State Revenue Audit that they had placed the Valuation of the Town at 98%. Due to this the Homestead values were adjusted to \$19,600.00.

Jim Grant asked why the Towns valuation had dropped. Rose said that the State goes over the sales for the last year and compares them to what the Town is valuing them at. During this review it is questioned if some are family sales, distressed sales and any other factors that may explain some of the below value sales. These types of sales are not factored into the equation. Many of the homes recently have been selling for more than what the Town values them at. Currently it is a sellers' market with some sales having bidding wars. Rose said that currently the Town was placed at 89%, but is allowed to add 10%. The assessors will be watching this in the coming year, if the sales level out the valuation should come back in line. If it continues to drop the Town may have to do a revaluation.

- Andy Vellani made a motion to approve the Tax Commitment with the mil rate of 17.15%
- Wayne Kilgore second
- Vote approved 3/0

Warrant Signing: Rose asked the Selectboard during the workshop to think about having a brief meeting every other week to sign the treasurer's warrant and the payroll warrant. This would prevent any questions or concerns if the Selectboard was present in the office at the same time to sign the warrants. She said that it is permissible to have a policy to sign the payroll, school payments, state collected fees and any invoices voted to move forward in an open meeting. She will get copies of the policies from other Towns and MMA. This would require a deadline for all departments that would have to be adhered to in order to get the warrant done earlier.

- Nancy Frost made a motion that the deadline for all departments be Monday at 8:00 am to provide time to have the warrant done by Tuesday afternoon, so that the Selectboard may come in and sign at different times.
- Andy Vellani second
- Vote approved 3/0

Bidding Policy: The Selectboard has also been reviewing the procurement policy at that FEMA suggested be updated. During the grant process a couple of years ago the fire department purchased a RIT kit with some of the left over funds from the FEMA Grant that was received to purchase air-packs. Recently this purchase has come into question during the FEMA Audit, as there appears that it was purchased without getting another quote. Rose received a corrective action from FEMA and is afraid if the Town does not update it that the Fire Department will have to pay back the \$3,250.00 if the policy is not updated by the August 26, 2019 deadline.

The Selectboard will review a draft that has been worked on in the past few weeks. There will be a workshop next Wednesday to finalize the policy and bring to a vote at the next Selectboard Meeting.

Jim Grant said that with our Bidding Ordinance and the policy that the Selectboard had for the Road Commissioner it was voted to include all the departments. Rose said that she gave them a copy but they do not find it acceptable. Nancy Canon from FEMA attached a link to a video about sole procurement, competitive bidding and documentation regarding acceptable practices. Rose printed the typed version for the Selectboard for their review.

Administration: The Selectboard reviewed the asbestos abatement that was done on the back part of the office and the fire truck bay. The asbestos in the window calking is a very small amount and of no concern with the removal of that. The linoleum that is on the back offices has asbestos and will need to be removed properly.

Rose told the Board that the Northern Avenue pump that has been causing problems in the past few weeks will be replaced on Friday, with the spare pump that is in the back fire station. The pump will be inspected and a quote of the cost to repair.

Rose asked that the Deputy Clerk/Treasurer Elizabeth Cabral be added to the bank accounts.

- Andy Vellani made a motion to draw up the paperwork to have Elizabeth added to all the bank accounts with Rose.
- Wayne Kilgore second
- Vote approved 3/0

Sewer abatements: Two abatements had been approved by the Sewer Committee that follow the abatement ordinance. Rose asked if the Selectboard wanted to continue to approve and sign them as well now that there was a full committee again. That in the past this was always handled by the Sewer Committee unless it involved something unusual that was not in the ordinance.

- Nancy Frost made a motion to have the Sewer Committee approve and sign the Abatements that followed the Ordinance guidelines.
- Wayne Kilgore second
- Vote approved 3/0

Real Estate Abatement: The Selectboard approved and signed an abatement for SBA Towers that was overlooked in last year's tax commitment. The tower has been gone for over two years.

Selectboard Discussion:

The Selectboard discussed and agreed that the Park Street project should have an engineer draw up the scope of work. Natalie had some questions regarding some of the contracts that were just put out to bid. Is there a bid bond and performance bond required on Northern Avenue paving? There was a discussion on the projects that they felt should have them.

- Andy Vellani made a motion to have both Northern Avenue projects and 40 Easy Street require bid bonds and performance bonds.
- Wayne Kilgore second
- Vote approved 3/0

Wayne had a meeting with the Fire Department Committee//Engineer/Builder. It was discussed that it was not included in the design/bid for curbing to be placed on the edges of the driveway, around the island and rolled out from both driveway entrances to channel the water. The cost to do this is estimated to be \$5,000.00 to \$8,000.00

dollars. Nancy and Andy questioned this additional work and did not feel that it had to be done. There was also some discussion on having an electronic sign on the island and if it was really needed. Nancy said that she goes by places and the information of meetings is outdated and not changed on a regular basis. The consensus seemed to be that the sign was not needed as well.

Andy Vellani is reviewing the Franchise agreement from Time Warner. He will check into some of the questions and concerns that he has and check with MMA as well. He noted that the new Fire Station will have to be added to this as well.

Highway: Steve Stratton presented the Selectboard with the paperwork sent in by the State DOT for a walkway and signage in front of the Fat Toads Pub. The State will supply the Town with the lights and signage at no cost. The owner of the Pub has agreed to pay for the work needed to install the sign and crosswalk.

Public Comment: None

- Wayne Kilgore made a motion to adjourn at 9:02 pm. Wednesday, August 14 the Selectboard will have a workshop starting at 5:30 to discuss the bidding policy, and highway budget. They will also be attending the bid openings at the Highway Meeting.
- Nancy Frost second
- Vote approved 3/0

Date _____

Nancy Frost

Wayne Kilgore

Andrew Vellani