

Town of Farmingdale Select Board Meeting Minutes
November 15, 2017

Members Present: James Grant - Wayne Kilgore—Nancy Frost

Others Present: Rose Webster –Rich McCarthy (State Fire Marshal) – Steve Stratton- Dana Mealey- Doug Ebert- Mark Stebbins – JoAnn Choate-

Meeting opened by James Grant 6:30 p.m. with Pledge of Allegiance.

- Nancy Frost made a motion to accept the minutes of September 20, 2017.
- Wayne Kilgore second
- Vote approved 2/0 James Grant abstained (he did not attend last meeting)

Rich McCarthy – went over the requirements for the construction permit the new Fire Station per Maine Revised Statutes Title 25 part 6 Chapter 317 §2448. Rich said that even if the Town is considering a Pre-Fab that offer a set of structural plans that it still will require additional plans and follow up from an Architect or Engineer. Rich also attached a copy of the Construction permit process and plan review requirements that is on the Maine State Fire Marshals website. The Submittal Criteria requirements per Title 5 §4594-G that is also part of the requirements. Rich said that his best advice is to plan ahead, that he and his office will be happy to assist as they can.

Rose also brought forward a resident that was claiming a homestead in Florida as well as Maine this was presented at the last meeting, but was felt that it would be better to have all 3 Selectmen in attendance. She explained that the resident as well as the State of Florida had a letter stating that the homestead would be removed from Farmingdale written in 2008 by Phyllis Weeks. Rose said that she feels that this was passed on to the previous assessors but for some reason was overlooked when it came time to remove it. Rose also read a letter from the state of Florida and what their plans may be and the interest and penalties that they may be imposing. Rose has spoken to Mr. Newhouse on a few occasions and he was unaware that he was still getting the exemption in the State of Maine too. Matt Caldwell (assessor's agent) had a letter to the Selectboard on the options that they have.

- Nancy Frost made a motion to Supplement the prior year (2017-2018) taxes and forgive all the prior years and to remove the Homestead going forward.
- Wayne Kilgore second
- Vote approved 3/0 James Grant

Rose went over the yearly audit. Rose felt that that audit went well and that the year-end statement for the Town Report is completed and agreed with the figures in the Audit. The auditor worked with Rose on some budgetary adjustments that she asked her to review to assure that all the accounts were in line. The Selectboard reviewed a letter from the auditor on internal control deficiencies regarding Due Diligence in Transactions from a sample of transactions and several errors were noted. The auditor had some recommendations of additional training with the TRIO system and knowledge of how job duties should be performed and implemented to prevent errors currently being made. She suggested due diligence and double checking accounts and amounts for accuracy before the customer walks away from the window. Rose said that she felt that these issues are being resolved and that she is currently working on ways to improve cross checks on some of the accounting that is easier to see the issues caused with these errors. That there needs to be more attention on handling the day to day operations. Some of this has been recently addressed by the Selectboard and there will be more ongoing review in the future. Rose also gave the Selectboard a statement of all the monthly accounts for their review.

Steve said that Kennebec Drive has been completed and that it came out very nice. The problem is that the last rain and wind storm that caused problems all over the Town did a lot of damage there as well. Steve and John Canty have spoken to some of the residents and it will be taken care of in the spring. Second Street is almost done, Mr. Bowie did not want one of the culverts done, but another was found that was completely plugged that was covered, that also it will require directing the water from Maine Ave. There was some discussion on contracts and having extra work done, also the bidding ordinance versus policy. That there seems to be policy that was included in the bidding ordinance, Rose will do some research and also speak to the Town Attorney.

Northern Avenue and Bowman Street have some large dangerous trees that Steve feels need to be removed the will also check with CMP to see if this is something that they will take care of.

Some discussion on the power issues on Sheldon Street, the office will draft up a letter. Wayne is forming a committee with some of the Fire Department members to assist with some of the suggestions and projects that will be needed to get the new Fire Station moving forward. Wayne and Jim will attend the next MMA Planning and Appeals Board training on December 5th.

The Fire Department was awarded a Grant from MMA for \$1313.33 for the purchase of 8 fire helmets.

JoAnn Choate is working with Brownies to get the Cemetery done for the winter. She is also working on getting the grave sites all properly identified and into a database and updates to the maps over the coming months.

No Public Comment.

- Jim Grant made a motion to adjourn and go into executive session 1MRSA 405 (6) (C) to discuss acquisition of Real Estate. Will not be reconvening at this time. The next meeting will be November 29,2017
- Wayne Kilgore second
- Vote approved 2/0

Date _____

James Grant

Nancy Frost

Wayne Kilgore