

**MINUTES**  
**TOWN OF ST. ALBANS**  
**REGULAR SELECTMEN'S MEETING**  
**MONDAY, JUNE 10, 2019**  
**6:00 P.M.**

Present: Todd Brown, Vice Chairman  
Peter Denbow  
Hiram Weymouth, Chairman  
Rhonda Stark, Town Manager

**Flag Salute**

1. Approve and sign the minutes of the Special Selectmen's Meeting Thursday, May 30, 2019.
  - *Motion by Todd Brown to approve the minutes as written, second Hiram Weymouth. Voted 3-0.*
  - *Later in the meeting, Hiram Weymouth said he remembered there were a couple of typos he would like to correct at the next meeting, so the Board said they would discuss the minutes again at the next meeting.*
2. Old Business.
  - a. Keith Ewing from Plymouth Engineering will be present to discuss the preliminary plans for a new fire station.
    - *Keith presented a written memo to the Board for review and his three options were discussed for a fire station:*
      - #1) Building a new building using Option #2. Project preliminary budget \$1,323,840, based on previously discussed \$210 a square foot.
      - #2) Purchase Snowman property and make modifications to buildings. Project preliminary budget \$227,560, plus purchase price of property approximately \$390,000 Total = \$617,560.
      - #3) Purchase Snowman property and make storage building and add an addition for training and bathrooms and the town rent out the office building.
    - Review existing building currently used by Snowman's Construction:
      - Secondary Bay: To make this section work the un-insulated section of the building would need to be insulated. Eventually the pavement used for the floor will need to be replaced in the Secondary bay, it will break down quickly. The exit path for the second truck will need to be reviewed on site to make sure the trucks can get in and out. Currently the turning radius is around 22' and that is not enough for the fire trucks. There will need to be heat supplied to this section of the building. In the future, drainage will need to be looked at.
      - Main Bay: This is where Snowman currently does their maintenance. For St Albans to convert it to a fire station, the overhang will need to be removed. The stair system will need to be modified and redirected. The mezzanine storage area is usable, but there would need to be new stairs placed in the correct location. To address the required number of fire bays, a new overhead door will need to be added into the structure. Additional pass doors will need to be added to address the requirements for egress.

- Room 104: The storage room can be broken up into two rooms one for storage and one for laundry and showers.
- Room 105: This is the existing boiler room and it is recommended to remain as the boiler room.
- Additional room: For the office space and bathrooms the existing office space is assumed to be used. A waiver will be needed to use the existing bathrooms of the existing office building and not install them in the fire station building. If that does not work, then a men's room and women's room will need to be added to the fire building to meet code. The office and training room are planned to be used in the existing office building. The fire bay building, if used, would need an addition to fit these spaces.

Dennis Smith asked if the cost of paving had been included. Keith said no.

Seth Snowman estimated the cost of paving to be \$70,000 bringing the cost under #2 to \$687,560. Seth Snowman offered to put firm numbers to Keith's numbers so there is a better understanding for the cost of the project. Seth Snowman said he will need twelve months to get off the property, if the town decides to purchase it. He said his proposal offered a financing option as well.

Rhonda Stark said with the \$100,000 deposit that will be added to the town's fire station account this year, there will be \$383,695 available for the project in 2019.

Keith Ewing said there are requirements that must be met when constructing a fire station, must have a shower and washer and dryer. Keith said there is no kitchen area in the current plans. Discussion on the pluses of including a kitchen, there is a 24 x 24 room available for a kitchen in the new build. He said there is sufficient space to include a kitchen in the existing office building.

Rhonda Stark said she had received concerns about the water supply and asked if a new pump station is in any of the plans or will the pump be moved?

Seth Snowman said the pond on his property is 23 – 24' deep. Keith said it just needs to be deep enough not to freeze. He said he will include the price of a new pump in his written plans.

Rhonda Stark asked Keith to repeat what had been discussed tonight for review to be sure everything is included in the plans.

Keith Ewing said he will have one plan for a brand new building on the property to include the piping for a pump to the pond. Second plan will be to renovate the Snowman property including using the existing office building and piping to the pond for a pump; adding bathrooms to the existing garage; adding new overhead door; cutting the overhang off to fit the truck so there are no clearance issues; update back corner of the building for more room; insulate cold storage building; renovate office to include kitchen and another bathroom; pave existing facility.

Seth Snowman offered to work with Keith Ewing to put together a plan for the two options with firm numbers. *Motion by Todd Brown to authorize Seth Snowman to work with Keith Ewing and Jason Emery to put together a plan as discussed for two separate building construction options, with reasonably hard prices, second Peter Denbow. Voted 3-0.f*

- b. Discussion and decision on the amount to submit for a bid for the property located at 15 Water Street, Map 22, Lot 67 as approved at the May 20, 2019 Special Town Meeting.
    - *Motion by Peter Denbow to authorize the Town Manager to submit a bid up to \$10,000 at the auction on June 25, second Hiram Weymouth. Voted 3-0.*
3. New Business.
- a. Discussion and decision to sign a quit-claim deed for Melissa J. Mayhew for foreclosed property owned by the Estate of Harold Field, Jr., property located at 228

Todds Corner Road, Map 10, Lot 62. (Taxes paid in full. Melissa Mayhew is the daughter of Harold Field, Jr.)

- The Manager said there is a certified bank check being held in the vault to apply to all back taxes owed, which also includes the estimated tax for 2019 that will be processed once the Board approves. *Motion by Hiram Weymouth to approve and sign the quit-claim deed as submitted, second Peter Denbow. Voted 3-0*
    - b. Review the “By-Laws of the Board of Municipal Officers” approved May 15, 2006 and amended January 18, 2012 and vote to be taken, if necessary.
  - Manager reviewed the By-Laws and said the only recommendations for changes she had made were under Section 3. She recommended making a revision to this section to state the Board of Selectmen each has a staggered three year term and that the Board approves the minutes once transcribed and made available to them. Discussion on the word transcribed. It was decided to change the word transcribed to the word typed. *Motion by Hiram Weymouth to accept the By-Laws as written and recommended with the change of the word “transcribed” to “typed”, second Todd Brown. Voted 3-0.*
  - c. Discussion on the procedure for notification of “Dangerous Buildings”.
    - The MMA packet of information on Dangerous Buildings was reviewed and discussed. Hiram Weymouth said he believes a letter should first be sent to the owners of dangerous buildings to ask what they intend to do with the property, before any type of legal action is taken. Peter Denbow said the longer the property sits without the owners being contacted, he feels the longer it will sit without anything being done by the owners. The Board agreed they don’t want to pursue legal action, if at all possible. *Motion by Hiram Weymouth for the Town Manager to send a letter by certified mail requesting owners of the property on the Hartland Road and Nokomis Road to notify the town with their plan for cleanup, second Peter Denbow. Voted 3-0.*
  - d. Discussion and decision on the procedure for the search for a new Town Manager, due to retirement.
    - After a lengthy discussion it was decided to post the opening for a new Town Manager on the town’s web site, MMA web site, Bangor Daily News and Waterville Morning Sentinel until June 24. *Motion by Todd Brown to post the job opening as discussed until June 24, second Peter Denbow. Voted 3-0.*
  - e. Discussion and decision to close municipal offices on Friday, July 5, 2019.
    - Manager explained that she is short handed, currently only she and Emillie work in the office and Emillie had a planned vacation for that time. *Motion by Peter Denbow to close as requested on July 5, second Todd Brown. Voted 3-0.*
4. Committee Reports.
- Broadband Committee - Still working to arrange a meeting with Somerset Economic Development Corp. (SEDC), St Albans Broadband Committee and Town of Cambridge.
    - *Selectmen would like there to be a joint meeting between the St Albans Broadband Committee, SEDC and Board of Selectmen. Manager said she will try to arrange a meeting for Monday, June 24.*
5. Staff Items.
- *Fire Chief, Jason Emery, had left the meeting at this time.*
6. Selectmen’s Items.
- Todd Brown said he will be attending a First Park meeting at the end of the month.
  - Hiram Weymouth said he will be attending a MMSW meeting tomorrow night.
  - Seth Snowman requested the DOT be notified about the line of sight from A. E. Robinson to the blinking light, the trees need to be trimmed. Manager said she will contact DOT.
7. Town Manager’s Items.
- RSU Validation Election tomorrow from 8:00 a. m. to 8:00 p.m.

- Summerfest Committee is meeting every week now preparing for the countdown to Summerfest on July 20.
  - The sex offender that was living on the Mason Corner Road across the street from the ball fields has now moved out of St. Albans.
  - The May financials are with your materials, the \$600,000 we received from the Maine Bond Bank is reflected in the revenues. We are required to show the Bond proceeds as a revenue even though the money will all be spent on the road project within a few months.
8. Treasurer's Warrants to be reviewed approved and signed for May 31 through June 10, 2019.
- *Warrants were reviewed and signed as presented.*

Meeting adjourned at 8:06 p.m.

Respectfully Submitted,

Rhonda L. Stark  
Town Manager

Minutes approved and signed at the Regular Selectmen's Meeting Monday, June 24, 2019.

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