

Carrabassett Valley Selectmen's Meeting

4:30 p.m. Monday July 9th, 2018 at the Library

Agenda:

Review and sign 2018 Payroll Warrants:

Review and sign 2018 Town Expenditure Warrants:

- 1. MINUTES FROM PREVIOUS MEETINGS:** (June 18th—regular meeting and two executive sessions meetings—June 27th and June 28th) Attached.

- 2. ICE SKATING RINK PROJECT AT THE OUTDOOR CENTER:** We have had issues with broken top rails on this skating rink which should be addressed (safety issues included); The Company who manufactured the rink approximately ten years ago can send us the necessary blanks that we can use to make the repairs (high density plastic). The price for the blank pieces is \$3,475 (53 4'pieces). With labor we estimate that project to cost approximately \$5,000 which would need to come from the Town Outdoor Center facility account. There is a lead time of 2-3 weeks for the boards and then we would need to schedule the work. The hope is to get this completed this summer/fall.

- 3. TRAIL BRIDGE REPLACEMENT ON THE TOWN PUBLIC LOT (Outdoor Center):** Bob Carleton is finishing the extensive inventory of trail bridges on the public lot. The inventory will include the condition of every bridge, a replacement schedule based on priority of need, the recommended replacement and the cost of replacement of each of these bridge structures with either culverts or cement (arch) structures with a much longer longevity than wood. Bob will be present at the meeting to provide an update on this replacement plan.

It is apparent that approximately seven bridges on Nordic Ski Trail 29 (a very popular trail) will require immediate attention. His recommendation for replacement is the concrete bridges at a cost of \$2,540 each for the bridge material, labor and equipment cost. One other bridge on Trail 29 would cost approximately \$8,000 for this type of replacement. There are also six bridges that he is recommending replacement with 18" culverts (plastic). The entire cost of replacing bridges on Trail 29 (the biggest immediate priority) is approximately \$28,280 plus the cost of installing the culverts.

We plan to meet on site on July 9th with Bob, the concrete bridge manufacturer (Blaine Davis) and Chris Parks to look at the bridges to determine if it makes sense to provide a repair to these bridges for the upcoming season (plywood, etc.) or just replace the wooden deck material with wood or recommend the "concrete bridge replacement option". Bob will have the inventory available at the meeting and hope to have more information at that time. As you know, we have been placing almost all of the timber

harvesting revenue over the past several years into the 'Public Lot Reserve' Account. There is \$271,134 in this account as of the first of January with more revenue anticipated in 2018.

We are probably looking at a multi-year bridge replacement program. The Town has authorized the Selectmen to expend funds in this account for "implementation for costs associated with forest management activities and maintenance and improvements to the Outdoor Center roads and trails".

- 4. LARRY WARREN REPRESENTING THE LONGFELLOWS MOUNTAIN HERTIAGE TRAILS, (LMHT) INC. (non-profit) WILL BE PRESENT FOR A PRELIMINARY DISCUSSION WITH THE SELECTMEN CONCERNING THE POSSIBLE PURCHASE OF A PORTION OF THE "TED JONES LOT":** The proposal is for the Town to eventually purchase 250 acres with potential Town involvement of up to \$150,000 that would be used to secure an easement for LMHT to extend their proposed trail to Kingfield and for the Town to own for non-motorized trail development (mountain bike trails) and forestry, etc. Access would come from a right of way on the Huston Brook Road South off the Carriage Road in Carrabasset Village. Other funding resources would be used to come up with the total purchase price of \$200,000. There are other components of this proposal that Larry will explain at the meeting.
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5. INFORMATIONAL:

- We are still working on two new Airport Hangar Leases that we anticipate bringing before the Board of Selectmen for consideration in the near future.
- We are reviewing the condition of the wooden supports and decking of the 'Munzer Recreational Bridge' with hopes to do a project of at least the deck boards as soon as the new Campbell Field Bridge is completed.
- We are close to finalizing an easement from Tombeau, LLC (Ayotte's Store) for placement of the new proposed "Comfort Station" (sealed vault outhouse) and we hope to start this project as soon as this is completed.
- The Town's share of the Franklin County Tax is increasing by \$84,699 from \$671,931 last year to \$756,630 for the new County Budget year which started this July 1st.

**TOWN OF CARRABASSETT VALLEY
MINUTES OF SELECTMEN'S MEETING
June 18, 2018**

Board Members Present: **Bob Luce** **Jay Reynolds**
 John Beaupre **Karen Campbell**
 Lloyd Cuttler

Others Present: **Dave Cota** **Nick Aschauer**
 Courtney Knapp **Tom Butler**
 Tim Flight **Dee Menear**

Bob Luce opened the meeting at 4:58 p.m. and welcomed those present.

Expense Warrant #24 for \$47,978.11 was reviewed and signed by the Selectmen.

Payroll Warrant #23 for \$21,930.49 was reviewed and signed by the Selectmen.

The Minutes of the May 29, 2018 Selectmen's Meeting were reviewed. Jay Reynolds made a motion to approve the minutes as written. Karen Campbell seconded the motion. Motion approved.

Tom Butler was in attendance, representing Sugarloaf and the Outdoor Center, to request that the Town consider funding one-half of the cost of the \$3,925 (\$1,912.50) bike trailer for shuttling riders and their bikes to the trailheads on the weekends. This is a temporary measure while the Campbell Field Bridge is being reconstructed. Service is every half hour from the Outdoor Center to Stratton Brook Hut Parking Lot and to the Mountain. Bob Luce asked what will happen to the trailer after the bridge is built. Tom said that, if it's found to be a very popular service, that service may continue in some fashion. So far, it's been very well received, as it keeps people from having to ride on Route 27. It creates a convenient and safe experience, and some comments were that people appreciated not having to ride up the hill at the end of the day. Dave Cota said that the Town currently does not have use for a trailer for mountain bike programs. Tom said that, since Sugarloaf is only using it on the weekends, it's possible that the Town may want use of it for Outdoor Adventure Camp, Monday through Friday. Tim Flight agreed that it may protect the bikes, which are more and more expensive these days. Dave Cota said that, if done, the money would come from the lease money for the Outdoor Center. Bob Luce said that one way to fund this might be to sell the trailer that the Town just bought last fall. Dave Cota replied that, if the Town made this purchase, they would own half of the trailer. Tom will confirm that with Karl Strand. Jay Reynolds made a motion to move forward with the purchase, pending an agreement between Sugarloaf and the Town on a shared ownership of the trailer and the sale of the existing trailer to fund this purchase at least in part. Lloyd Cuttler seconded the motion. Motion approved. Lloyd Cuttler requested that there be clear signage about mountain biking at the Outdoor Center, since there are so many Canadians coming down through.

Dave Cota presented Selectmen with the Maine Department of Transportation Local Road Assistance Program Certification for their approval and signature. The funds (\$3,504) may be

used for the Outdoor Center Road. Karen Campbell made a motion to approve signature of the form. Jay Reynolds seconded the motion. Motion approved.

Dave Cota reported that he is setting up interviews for the Code Enforcement Officer/Assessor position. He said that there are four very good candidates that have been selected to interview. Where there are five Selectmen and four interviewees, Dave proposed the 27th and 28th, doing two interviews each day. Dave will schedule the interviews for those dates (afternoon on the 27th and morning on the 28th).

Dave Cota reported that there considerable rotted boards have been found involved with the Transfer Station project, which will cause the cost to increase. He's working with the contractor to determine what that number will be. Overlay can be used to cover over-drafts, if necessary, or a special town meeting can be held. The freezing pipe concern will be addressed in this project.

Courtney Knapp was in attendance to discuss a preliminary design for a new Mountain Fire Station. Dave Cota asked Selectmen when they would like to move forward with this project. Over the last three years, funds have been committed to a reserve and there is now \$190,000 in that account. The design that is currently being considered is a wood structure, which will fit more in design with the Sugarloaf setting. Dave feels this project will run close to \$1,000,000 for a 5600 square foot building, turn-key operation. Courtney Knapp said the cost will be roughly \$150/square foot, since there will be engineering costs. A well would also have to be drilled for the sprinkler system (\$35,000 sprinkler system). Courtney would like to go with a "design build" project to keep costs down without hiring an architect. Dave Cota said that, if the Board wishes to move forward with this project in 2019, he will get the ball rolling. The next piece is to seek the long-term easement from Sugarloaf. The Town has already approved some preliminary work, such as design, so if the Selectmen are interested, Dave will come back to them at their next meeting with more information. Dave reviewed options for designing and building the fire station including a construction management option that would include a "design build" concept.. The design plans will need to have a licensed architect's stamp prior to being sent to the State Fire Marshall's Office. Courtney said that price increases have been worse than ever before, so to prolong the project will only cost more money in the long-run, and with the "design build" standpoint, you can get a "not to exceed" cost. Lloyd Cuttler said he would like to see more numbers and perhaps a public hearing. Bob Luce said that it also needs to be determined where Sugarloaf is at with the land space for the building. Lloyd said that bond rates will likely be increasing, also. Courtney said that there is likely no grant money available for this project, and there is also two more years of debt service on the ladder truck. Dave Cota said he will gather more information and resources for the Selectmen in order to move forward with some of the preliminary decision-making. Bob Luce said he would like to explore the construction management option, see bond rates, hear from Sugarloaf and then discuss this further at a later meeting. All Selectmen were in agreement with Bob's suggestion.

Dave Cota is hoping to develop a more formal policy for procurement for the Town, and he will consider some written policy language to present to the Selectmen. He is welcoming suggestions and will discuss at a future meeting.

Dave Cota reviewed some informational items:

- The Campbell Field Bridge project has started and "best guess" estimate for completion is September.
- The sealed vault outhouse ("Carrabassett Comfort Station") is in progress with TomBeau, Inc. and with Mark Fournier (contractor).

- A meeting was held last week and the composting program was discussed. The earth tubs froze last winter, so they're looking at blankets or some other means of keeping them from freezing. Dave is also trying to get a handle on the volumes and what the costs are for the composting program.
- The Town has received a \$2,000 Safety Enhancement Grant from MMA's Risk Management Services to purchase two sets of turn-out gear for the Fire Department.
- The Carrabassett Valley History Committee is getting great traction!
- Dave has sent out copies of the State Law and other related information to the Town's Marijuana Business Options Committee, which has just passed, and now it is time to get the committee together. Dave is hoping that Maine Municipal Association may put out some sort of model ordinance for the Committee to review.

Meeting adjourned.

Respectfully submitted,
Lynn Schnorr

Minutes of the June 27th and 28th, 2018 Selectmen's Meetings

Present for June 27th meeting: Bob Luce, John Beaupre, Karen Campbell, Jay Reynolds, Dave Cota

Present for the June 28th meeting: Bob Luce, John Beaupre, Karen Campbell, Jay Reynolds, Lloyd Cuttler, Dave Cota, Nick Aschauer.

At 2:00 p.m. on June 27th and 8:00 a.m. on June 28th the Board of Selectmen voted to go into executive session to interview four candidates for the position of Code Enforcement Officer? Assessor. The Board interviewed two candidates on June 27th and two candidates on June 28th.

At 11:15 a.m. on June 28th the Board voted to come out of executive session at which time they unanimously voted to recommend Chris Parks for this position. Salary will be consistent with the previously published salary scale.