

Town of Farmington  
Board of Selectmen Public Meeting Minutes  
Monday, April 26, 2021

**Board Members Present:**

Paula Proulx, Chairman  
Neil Johnson, Vice Chairman  
Gerry Vachon  
Doug Staples

**Board Members Absent:**

Ken Dickie

**Others Present:**

Arthur Capello, Town Administrator  
James Reinert, Fire chief  
Bill Fisher  
Jason Lauze  
Erica Rogers, Rec. Dept. Director  
Jodi Tan

**1). Call to Order:**

Chairman Proulx called the meeting to order at 6 p.m.

**2). Pledge of Allegiance:**

All present stood for the Pledge of Allegiance.

**3). Public Input:**

**SRPC Maps** -Resident Bill Fisher said last summer the **Strafford Regional Planning Commission** started the Promoting Outdoor Play project and has now launched a webpage providing maps, photos and information on our parks, trails, ball fields and other recreation areas that can be reached through the SRPC website.

Mr. Capello said he would have an online link to the SRPC website put on the Town's website. Chairman Proulx asked for a description of the area that encompasses.

Mr. Fisher said it encompasses everything from the Town Forest on Bay Road, Fernald, Memorial and Edgerly Parks, the McCarthy Trail, the ball fields, the school play areas and the snowmobile trails and they are working on specific maps of the trails. He said the website also lists some of the amenities available such as parking, handicapped accessibility, restrooms and if pets are allowed.

Chairman Proulx said SRPC also has maps of the surrounding towns if you want to go further.

Mr. Fisher said the information is put out by county and much of the photography and data collection is done by volunteers.

**Spring Clean-up** – Mr. Fisher said approx. 3,820 lbs. of trash was picked up by the Conservation Commission and about 20 residents and that included 50 tires, some with wheels. He said it took about 8 hours on Saturday and that he and Mr. Staples also went out on Sunday to do another load of trash pickups. We'll be doing it again this fall he said.

#### **4). Review of Minutes:**

April 5, 2021- Non-Public Session C – second line, change “charges” to “changes”

**Motion:** (Johnson, second Staples) to accept the minutes as amended passed 4-0.

April 19, 2021- Non-Public Session A – No errors or omissions

**Motion:** (Johnson, second Staples) to accept the minutes as written passed 4-0.

**Motion:** (Johnson, second Vachon) to unseal the Non-Public Session A minutes from Monday, April 19, 2021 passed 4-0.

#### **5). Jason Lauze:**

Resident/Odd Fellows Block owner Jason Lauze said he and Farmington House of Pizza building owner Jodi Tan would like to discuss Town owned properties at Tax Map U05, Lot 006 (on Main St. abutting Ms. Tan’s lot) and Map U05, Lot 008 (at the corner of Main St. and Mechanic St.).

He said it looks like one big dirt lot that many people believe the Town is going to turn into a municipal parking lot but it is actually 3 lots so making one big municipal lot it isn’t possible unless the Town buys or somehow takes possession of Lot 7 (located between Lots 6 and 8).

Mr. Lauze said he is aware the process to purchase properties is usually done by sealed bid and if that is what the board would like they are comfortable with making a sealed bid offer to the board tonight. He said they would like to know if the board is willing to part with those 2 lots if there is a viable reason for doing so that would benefit the downtown.

He said he planned to use Lot 8 for parking for his building and for the businesses that are there and with hair salon now open and the number of people employed there the extra parking would be beneficial. Ms. Tan would like to take Lot 6 and expand their footprint to include an outdoor deck or patio coming off the dining room for outdoor seating he said.

He gave the board a packet of information that included the back taxes owed (approx. \$1,000 for each lot) and the tax cards for the properties. He said in a perfect world the Town would recoup the back taxes, the taxes that were missed (while not on the tax rolls) and the hassle of having to deal with it so they are hoping to offer a purchase price plus the back tax amount.

Mr. Lauze then asked the board which direction they would like them to go and if they are willing to entertain offers on those lots.

Mr. Johnson suggested that the board have a non-public session to decide what they are going to do with these lots-whether they want to sell them or maintain them for municipal parking.

He said if they decide to sell them it would go out to bid and advised Mr. Lauze not to reveal any information in public because it would be used against them (by other potential bidders).

Mr. Lauze asked if that was something they could do in non-public session tonight.

Mr. Capello said a decision to sell a Town owned lot and to set the minimum price should be done in public and then they would put out a **Request for Proposals (RFP)**.

Chairman Proulx said it would depend on what they intend on divulging.

Mr. Capello suggested they could start the discussion and then go into non-public session. He said it has been done in public with all of the other properties the board has considered selling.

Chairman Proulx said there is a potential for negotiation there and asked how that would work. Mr. Johnson said they should keep the discussion very general and their first step is to decide if they want to sell or keep the properties and potentially go after Lot 7 and turn it into a municipal lot that everybody can use.

Chairman Proulx said the last time Mr. Lauze was before the board that was what they decided. Mr. Lauze said he never came before the board to specifically discuss this.

Mr. Vachon said that discussion was about possibly renting spaces for parking there but they can't allow it because they would have to cross the private property between those 2 lots.

Mr. Capello said the property manager for the neighboring apartment building contacted the Town about renting spaces for their tenants.

Mr. Lauze said with their proposal they could use the lots on either side of the middle lot and create a benefit and clean up that area. He said the Town has already cleaned up the lots but it still has fallen down fences and there's one leaning on Ms. Tan's building and it's an eyesore. Chairman Proulx said if he sees something like that he should report it so it can be taken care of. She said the **Economic Development Committee** is looking at the whole downtown and there may be some viable information for the board and she would like to give the EDC an opportunity to make a recommendation to the board.

Mr. Capello said that information would be non-public.

Mr. Johnson said they shouldn't discuss it tonight because Mr. Dickie is absent. He asked Ms. Tan if she just wanted the footage to be able to add a raised deck to her building.

Ms. Tan said that is correct and the deck would be covered.

Mr. Lauze said if the Town wants to figure out how to acquire Lot 7 and make it a municipal lot he wouldn't have to spend money to buy the lot, plow it or maintain it and he would have parking. He said if the Town makes it a municipal lot it's a win-win for him as a business owner in the downtown area but as a taxpayer he would rather see somebody else foot the bill for taxes and snow removal and take the money they save and put it into sidewalks or road repairs. Chairman Proulx said a parking lot would bring in a minimal amount of tax revenue. She said the EDC is looking at how to make the downtown more walkable, have more green spaces and seating but they have only had one meeting since all of COVID and their homework was to look at the whole place.

Mr. Lauze said nothing happens overnight especially with COVID but the Town has owned the properties for 2 or 3 years.

Mr. Capello said the property went to Mrs. DeJulio after Mr. DeJulio died and the Town took it after Mrs. DeJulio died about a year ago.

Chairman Proulx said there was also a time period where the family wasn't sure what they were going to do so it took a little bit of time for the property to get to the Town.

Mr. Lauze said he didn't want to be sitting there 2 years from now watching the people in the apartment building bring their dogs out, throwing their trash out there and the fence is still

sitting there. He said the point of them coming before the board tonight was to find out what they need to do, what the next step is, what the timeline is and what the board wants to do. Mr. Johnson said the negative against selling the property to a private individual is it loses its municipal access and the owner could shut off access to anyone.

Mr. Lauze said it would have to be private parking because the apartments there have zero parking so they park along the side of his building and there have been snow removal issues so the minute you make it public parking it's gone.

Mr. Fisher asked if they could put a municipal easement through the property in the deed so it could be used for municipal parking.

Mr. Johnson said that is not what Mr. Lauze is looking for as he wants to own the property.

Mr. Lauze asked what process would look like and that the former Town Clerk told him it's a 90 process because if the board decides to sell the lot the Town has to offer it to the family first.

Mr. Capello said he thought it would be shorter but it could take up to 90 days.

Mr. Lauze asked if the board decides to keep the property and make it a municipal lot if the Town still has to offer it to the family first.

Mr. Capello said no because they would own it and would not be selling the property. He said in this situation he thought the process would take 60 days. He asked if the board wanted this topic put on next week's agenda to start a conversation when the full board is present.

Chairman Proulx asked when the next EDC meeting will be held.

Mr. Capello said it is scheduled for the end of May. He suggested they go into non-public session tonight to discuss some of the information that may drive their thoughts on this.

Chairman Proulx said the board wouldn't be able to give them an answer tonight. She said they would look over the information Mr. Lauze gave them and after everything is disclosed to the board they may take it up before too long and give them an idea of what they intend to do.

Mr. Lauze said the reason he brought it to the board is because the last time it was discussed it was too early in the process to decide and now they are sitting here quite a while later and he was hoping that there may be some plan on this matter.

Mr. Capello assured Mr. Lauze the process is moving along but he couldn't speak publically about the information that just came forward.

#### **6). Update on Phone Switch:**

Mr. Capello said the Town is still in the process of switching phone companies. He said the Municipal Office Building is completely switched over but they are still working out some of the "bugs" with where voice mails go, etc. He said he hasn't canceled with the old company yet because the Public safety Building has 2 lines that are being switched over that they are fighting to keep our numbers for. He said once that is settled he will officially cancel the old accounts because he didn't want to cancel them and then have something happen accidentally to the new accounts. He said all of the other Town buildings are completely switched over with the exception of the aforementioned "bugs" in the system.

Mr. Vachon asked if the call forwarding system was any better with this company.

Mr. Capello said it will be and the other benefit is if somebody calls the municipal offices the call can be transferred to the Water/Wastewater Depts. without having to give the caller a number that they would have to hang up and call again. We're working through it he said.

#### **7). Rec. Dept. Summer Plan:**

Mr. Capello said that typically this isn't something they would come to the board with but because of everything going on with the Rec. Dept. study he and new Rec. Dept. Director Erica Rogers wanted to make sure they were on the right path for what the board was looking for with the summer plans. He said Mrs. Rogers already has a lot of things set up and this is the proposal for summer camp and it is contingent on getting staff so it could be anywhere from 10 to 50 kids depending on how many staff they get on board.

He said they are actively interviewing for Rec. Dept. staff and he wanted to make sure the Selectmen are on board with where they are going with rebranding, reorganizing and the different options for the dept.

Mrs. Rogers said she didn't want to do a whole program and then have the board say that's not really what we are looking for. She said if it is the direction they're looking for over the next week she'll hammer out the details and she would like to get the staff signed on and start getting kids registered so they can get moving on that.

Chairman Proulx asked if the board had any questions or comments about the Summer Camp 2021 outline they received in their packets.

Mr. Johnson said it was what he was looking for-more of an activity schedule with different activities keeping everybody busy as opposed to what it was before- a drop off and pick up and whatever happened in between. He said they will be limited on some of the activities due to the lack of time and he didn't have any issues with it at this point.

He asked how the rates they plan to charge (\$125 weekly for residents; \$150 for non-residents) compare to other localities.

Mrs. Rogers said it's pretty comparable and Rochester was a little lower at \$80 but they have many more kids participating. She said she spoke with Superintendent Ruth Ellen Vaughn as the school district is partnering with Community Action Partnership to do a summer program at the schools and they will charge somewhere between \$100 and \$150 for their program. If you break it down that's \$25 a day per kid so it is comparable across the board she said.

Chairman Proulx said it is reasonable for the time period listed (Mon.-Fri. 7:30 a.m. to 5 p.m.) and you couldn't find a babysitter for less than that. I like the idea that you have different things (for each week) she said.

Mrs. Rogers said she had listed more weeks than they are actually going to be open on the handout and she was trying to give them an idea of the different types of activities and it is easier to plan for crafts and other activities based on a theme for that week.

Mr. Vachon said under Camp Tuition #3 says that a fee will be charged for late pickups and

asked what the fee amount would be.

Mrs. Rogers said that was a last minute addition and it has yet to be finalized.

Mr. Capello said when his kids were in daycare it was \$1 for every minute after the closing time if you were late in picking up your kids. He suggested the late fee be set at \$5 a day the same as if you are late paying the weekly charge.

Mrs. Rogers said that was what was proposed when they were discussing it and she forgot to add it to the plan. She said she could start with \$5 a day for late pickups and if it becomes an issue they may have raise the fee.

Mr. Vachon said it says a late fee will be charged for anything over 5 minutes and asked if it would be \$5 for any amount of time over 5 minutes or if it would be an additional \$5 for each 5 minute period past the pickup time.

Mrs. Rogers said she would find out what other communities do and get back to him on that.

Mr. Staples asked for clarification on “after 2 late pickups child is not allowed the following week”.

Mrs. Rogers said that means 2 late pickups in one week.

Chairman Proulx said they do not want to be paying staff for overtime if they don’t have to.

Mrs. Rogers said she is also planning evening activities so they need the kids to be picked up and out of the building so they move forward into preparing for those activities.

Mr. Johnson said they may find that some of the other towns have a tiered system for late pickups such as \$5 for the first 10 minutes and then \$1 a minute for each minute after that. He said if they are looking to start the evening activities at 6 p.m. they have to have the staff and the space available for that usage.

Mrs. Rogers said she met with some volunteers on Saturday and they will meet again on Saturday, May 8 at the Rec. Dept. (Town Hall building) at 9 a.m. to continue planning for the re-opening event scheduled for May 22 from 1- 4 p.m. She said she has Zumba classes scheduled for Thursdays from 5:30-6:30 p.m., Senior Tone and Stretch on Mondays from 10-11 a.m., a Paint Night on June 16 at 6 p.m., wood crafting for adults and kids, a Mad Hatter’s Tea Party (June 26 ?) with a fee for adults from 9-11 a.m. and free for kids from 1-3 p.m. She said she is trying to target a mix of paid events, donation events and free events and it’s easier to let kids come in free for the tea party event as it is already set up and the adult session would be over. She said she is working on a couple of other things that don’t have dates yet including Candyland in the Park. She said she spoke with Farmington Town Players Director Debra van Gelder and their first play will be held in October. She said she has a meeting tomorrow to look at partnering to bring Bingo back to the Rec. Dept. with someone who knows how to do it and they are looking for a space to use so hopefully it will be up and running in the next few weeks. Mrs. Rogers said she has a proposal for a conservation project she would like to do on the McCarthy Trail that she will bring to the board next week. She said she was looking at adult volleyball and hoped to have help getting the posts and the net out from under the stage in

gym area of the Town Hall. She said she talked to Dan Woodman of the 500 Club about having an adult co-ed softball game this summer at the Paulson Road facility and possibly some other activities there.

Mr. Capello said Mrs. Rogers is also looking to apply for a \$100,000 grant that would be used to make improvements at Fernald Park including replacement of the building and to re-do and add to the playground. He said the grant requires a 50/50 match and the Town's portion (\$50,000) can be in-kind with the use of Town equipment and staff at the FEMA rate.

He said she is also asking for permission from the board to go before the Trustees of the Trust Funds to see if they can use any of the money in the trust funds set up to benefit the town. He said if the board approves, Mrs. Rogers would submit the application, the grantor would visit the site to determine if the proposed project qualifies for the grant and once the approval letter is received they would apply for the money so they are looking at potentially receiving the grant in 2022.

Chairman Proulx asked if they had to layout the plans for the project prior to applying for the grant.

Mr. Capello said at this point it's only rough estimates and they are looking at replacing the building, redoing/adding to the playground structures and reworking the basketball courts.

Mr. Staples asked if the Friends of the Rec. is up and running by then if they could contribute to the project and have it count as part of the Town's 50% match.

Mr. Capello said yes if they receive any donations and that is the next item he would like to discuss when they get done with this one.

Mr. Vachon asked if the funds could be used for the purchase and installation of security cameras at the park to help curb the vandalism.

Mrs. Rogers said the money can be used for things like cameras, lights, security, pathways and for pretty much anything to better the park and make it more user-friendly.

Mr. Johnson asked that before she goes to the Trustees that she let the board know which trust funds they are asking to withdraw funds from.

Mr. Capello said the board would approve the letter to the Trustees before it is sent to them.

Mr. Johnson said the board is the agent to expend the funds from some of the trust funds and the Trustees have no say over them so it would be useless to ask for their approval.

Consensus of the board was to allow Mrs. Rogers to proceed with the process for the grant.

Mr. Capello said in response to Mr. Staples question about the Friends of the Rec. he would like the board's permission to discuss it with the Town Attorney. He said they are looking to make the committee that met on Saturday or some of the members of that group as the Friends of the Rec. and he would like to talk to Att. Roman about the requirements for a 501 (c) (3) non-profit, tax exempt organization so that it is done correctly.

Mr. Johnson said he didn't think they could do that because they would be a private enterprise and they would be expending Town funds to do it. He said the process involves filling out the



paperwork and sending it to the state and it is pretty easy.

Mr. Capello said the Friends of the Rec. is expected to be up and running within the next 6 months at least on paper and they are working on getting more members.

Mr. Johnson said at a minimum they need 3 principals, a president, a vice president and a treasurer to establish a non-profit organization and the forms can be downloaded from the Secretary of State's office.

#### **8). Opening of Pearl Street Bid:**

Mr. Capello said 4 bids were received for the Pearl Street property.

Mr. Staples recused himself from the discussion/vote because he is one of the bidders.

Chairman Proulx opened and read aloud the following bids:

**1). Patrick Prosper, Jr.** submitted a bid of \$13,000 plus an additional \$5,000 to be placed in escrow until the time that the yard is cleaned. His letter stated the maximum amount he would pay but Chairman Proulx did not reveal that amount.

Mr. Johnson said he was confused about the bid.

Mr. Capello said Mr. Prosper included a contingency bid.

Mr. Johnson asked how that would work.

Mr. Capello said he thought they could accept his highest amount as his bid.

Mr. Johnson asked if his highest bid was \$13,000 and someone else bids \$12,500 if Mr. Prosper's bid would automatically go to \$12,501.

Mr. Capello said his bid would go to \$13,000 or whatever his high number is and that is the bid the board would accept. He said he has never run into this before.

Chairman Proulx said this is something they may have to check into before they award the bid.

Mr. Capello then requested to read the bid and see the amount of the contingency bid.

**2). Douglas Staples** submitted a bid of \$15,000 for the property plus the \$5,000 to be held in escrow.

**3). Danny Ellingwood** submitted a bid of \$16,500. Chairman Proulx said they would have to check to see if that amount includes the \$5,000 escrow amount and this part of future RFP's needs to be clarified.

**4). Paul Boston** submitted a bid of \$35,000 (\$30,000 purchase price plus \$5,000 escrow).

Chairman Proulx returned the open bids to Mr. Capello and asked him reread the first bid and make sure everything is order before they vote.

Mr. Capello said he would get clarity on contingency bids for future sales from Attorney Roman.

After reading the bids Mr. Capello said the winning bid is from Mr. Boston.

Selectmen then read the bids and Mr. Johnson noted that Mr. Boston's bid also has a contingency and that the board needs to address this.

Mr. Capello said he was e-mailing the attorney with that question right now.

Mr. Johnson asked if they would be able to close on the property by May 18 as Mr. Boston requested.



Mr. Capello said probably not and he would have to talk to Mr. Boston about that. He said because the Town has owned the property for less than 3 years they have to offer it back to the family first and although he didn't think that would be a problem as he received a letter from the family saying to sell it they still have to go through the process.

Chairman Proulx asked Mr. Capello to keep the other bids until that time in case that becomes a "situation" and then the property would go to the next highest bidder.

**Motion:** (Johnson, second Vachon) to award the bid for the Pearl Street property to Mr. Boston based on his bid of \$30,000 plus an additional \$5,000 to go into escrow to be refunded once the property is cleaned up subject to a mutually agreeable closing date and with the stipulation that the cleanup of the property be done within 6 months of the passing of papers and is subject to the Code Enforcement Officer's approval passed 3-0-1 (Staples abstained).

Chairman Proulx reseated Mr. Staples.

#### **9). COVID-19 Update:**

Mr. Capello said he did not have an update at this time.

Fire Chief James Reinert said there 10 active COVID-19 cases in town and at this time last week there were 21 cases so hopefully we are trending down.

Mr. Capello said the Governor is redoing his guidance down to recommendations on May 7.

Chief Reinert said he read that the Whitehouse has taken the Center for Disease Control's guidance that wearing masks outside is unnecessary.

#### **10). Town Administrator's Business:**

**a). Catch Basin Award-** Mr. Capello said the RFP for catch basin cleaning went out to several companies and they received 2 responses (MGB Enterprises and Eastern Pipe Service). He said MGB did not bid the work per basin and Eastern Pipe did bid it per basin and as an hourly rate. Mr. Vachon asked what they get for per basin.

Mr. Capello said he did not know and would find out.

Mr. Vachon said he would like to know that number before agreeing to an hourly rate. He said their proposed hourly rate divided by the 80 basins in town comes out to \$82.50 each and last time it was done it was substantially cheaper than that.

Consensus of the board was to postpone awarding the bid until their next meeting.

**b). Crush Gravel/Screen Sand Award –** Mr. Capello said Northeast Earth Mechanics' bid was a little more expensive but the Town has had extremely good luck with them. He said they have always left the landfill in good shape and have come in and done work at the landfill to get ready for crushing and have taken out trees so they are recommending awarding the bid to Earth again.

Mr. Vachon asked how much they plan on crushing this year.

Mr. Johnson said 5838 tons of gravel was crushed by Earth last year.

Mr. Capello said it looks to be about the same for this year and offered to check on that for the

board.

Mr. Vachon said the price was okay and he was just curious as to how much they were doing.

**Motion:** (Johnson, second Vachon) to award the crushing and screening bid to Northeast Earth Mechanics, Inc. for crushing at a cost of \$4.45 a ton and screening at \$2.90 a ton;

**Discussion:** Mr. Vachon asked if the sand is sieve tested after they clean it to make sure it is coarse enough.

Mr. Capello said he did not know and would find out.

**Vote:** The motion passed 5-0.

**c). Dress Code Policy-** Selectmen noted that the changes requested at the previous meeting were made and then signed the policy.

**d). Update Social Media Policy-** Mr. Capello said the board had asked to see the original version of this policy and noted that the revision is basically a complete re-write based on the changes in the laws. He said the marked up version and the Attorney's latest version were provided to the board for review.

Mr. Vachon said it didn't seem as though much had changed and it was just the way it was worded that had changed.

Mr. Capello said the Town's Social Media Policy came close to being tested in court so they had 3 or 4 lawyers vet the policy and each time they revamp it they are trying to make it easier and clearer so if it is tested in court they are covered. I've had other towns ask for our policy because not many towns have a policy that is as digitally written as ours he said.

He said this is probably one of the most difficult policies to write because NH has the RSA 98-E law (Public Employee Freedom of Expression) as well as First Amendment rights.

**Motion:** (Johnson, second Staples) to accept the Social Media Policy as updated effective April 26, 2021 passed 4-0.

**e). Hornetown Road Bridge Noise-** Mr. Capello said he asked Hoyle, Tanner & Assoc. Engineer Josif Bicja the questions the board asked at the previous meeting and forwarded his responses to them. He asked the board for a decision on awarding the bid for the noise reduction work. Chairman Proulx asked if they do this for \$20,000 how much of a percentage it would reduce the noise.

Mr. Johnson said in his opinion it would reduce it by about 95% because the noise is coming from the rattling and if they stop the rattling all that will be left is the hum from the tires. He said the wood is vibrating in the U-channels as the tires go over it and by bolting them down it stops them from jumping around. It also reflects off the water below it making it twice as bad he said.

Chairman Proulx said if they are going to spend \$20,000 she wanted to make sure that the people in the neighborhood would get some relief.

Mr. Vachon said in theory there should be a substantial reduction in the noise by getting the boards to not move. He said his only issue is that pine is soft and the potential for the lags to

back out versus a bolt that can't back out of the boards. I would hate to do this and then have a monsoon summer and those boards get wet and the lags start backing out and there is not enough "meat" there for the lags to re-grab and tighten again he said.

Mr. Johnson said he agreed but there doesn't seem to be any other option at this point.

Mr. Vachon said that if it works even temporarily then the theory would be correct and if the lags back out then the permanent fix for that would be a thru-bolt and there would be less labor involved with that because everything is already in place.

Chairman Proulx said that wood expands and contracts and that sooner or later the lag bolt is going to give way and there is going to be some movement when vehicles go over it as you are not going to be able to restrain it completely and permanently.

Mr. Staples said they need to have the speed bumps put in before this is done.

Mr. Capello said the speed bumps are at the Highway Dept. garage and will be installed either this week or next week.

Mr. Staples said if drivers slow down to 25 mph as they supposed to the noise is not as bad as when they fly over the bridge at 40 mph.

Mr. Johnson said if you slow down to 10-15 mph and pull over to the edge of the travel lane it is almost silent.

Mr. Capello said with the speed bumps slowing people down it may lengthen the time to where the lag bolts could start to back out.

Chairman Proulx asked where the \$20,000 would come from.

Mr. Capello said he planned to take it out of the general budget and he would figure which line to take it from. He said he may come back to the board at the end of the year and ask to take it or a portion of it from the bridge funds (Bridges and Road Design Capital Reserve Fund).

**Motion:** (Johnson, second Vachon) to award E. D. Swett, Inc. the bid for structural work on the bridge to help dampen the sound in the amount of \$20,000 passed 4-0.

**f). Request to Reduce Work Hours-** Mr. Capello said Assessing Clerk Kelly Heon would like to reduce her hours to 24 hours (3 days) a week effective June 1. He said he didn't have a problem with her request and she can do the work for that dept. in 24 hours a week but she won't be doing as much of the financial tasks she was doing and they will figure that out when the new person is hired as the Finance Administrator.

Chairman Proulx said this would put her back to where she was prior to them asking her to help with some of the financial tasks and what she was originally hire for. She said Mrs. Heon did a really good job with assisting the Finance Director and asked Mr. Capello to thank her on behalf of the board.

Consensus of the board was to approve Mrs. Heon's request.

**g). Community Garden** – Mr. Capello said Jay Fortune does the community garden every year and he told him he would bring his request before the board. He said Mr. Fortune has done a good job with the garden which is located up by the water tower and he has kept it well

maintained.

**Motion:** (Johnson, second Vachon) to permit Jay Fortune to use Town property for establishing the community gardens passed 4-0.

**h). Barricades-** Mr. Vachon asked about moving the barricades on River Road.

Mr. Capello said he would find out and they had planned to move them but there was still snow there at that time.

**i). Sign Update-** Chairman Proulx asked if the signs previously discussed were still on order.

Mr. Capello said there are several signs on order including the STOP and No Outlet signs and that he signed the invoice for them.

**j). Meeting Schedule-** Mr. Capello said the board would meet next week on May 3 but would not meet the following week on May 10.

**k). Generator-** Mr. Vachon asked about the status of the generator the Town received a bid for.

Mr. Capello said the generator is still in the basement and he could write up a RFP and asked the board what they want to set as the minimum bid amount.

Chairman Proulx asked if he had gotten anybody to look at it.

Mr. Capello said no and that the bid was never awarded because it was a blind bid and it never went out to RFP as has been the policy when someone wants to buy something. He said the bid they received for the old diesel generator was for \$200.

Mr. Vachon said he couldn't image that it is worth much after sitting in the damp basement for at least 10 years.

Mr. Capello said he would try to get more information on the generator and bring it to the board next week so they could decide what they want to set as the minimum bid. He said that generator used to run this building because at one time this building was the Emergency Operations Center and they now have a little more modern generator.

Mr. Johnson said he would bring a flashlight (from his extensive collection of flashlights) and try to get more details on the size, weight, etc. from the unit.

#### **11). Non-Public Session A:**

**Motion:** (Johnson, second Vachon) to enter non-public session under RSA 91-A: 3 II (b) Hiring of a Public Employee passed 4-0 by a roll call vote (Proulx, Johnson, Vachon, Staples-aye) at 7:30 p.m.

**Motion:** (Johnson, second Staples) to come out of non-public session passed 4-0 at 8:10 p.m.

**Motion:** (Johnson, second Staples) to offer Ilesha Durrance the position of Welfare Director at a salary of \$20 an hour plus benefits contingent upon the successful completion of the employment background checks passed 4-0.

#### **12). Non-Public Session B:**

**Motion:** (Johnson, second Staples) to enter non-public session under RSA 91-A: 3 II (a) Compensation of Public Employees passed 4-0 by a roll call vote (Proulx, Johnson, Vachon,

Staples-aye) at 8:10 p.m.

**Motion**: (Johnson, second Vachon) to come out of non-public session passed 4-0 at 8:30 p.m.

**Motion**: (Johnson, second Staples) to approve the wage increases based on Chief Reinert's recommendations passed 4-0.

**13). Non-Public Session C:**

**Motion**: (Johnson, second Vachon) to enter non-public session under RSA 91-A: 3 II (c) Reputation passed 4-0 by a roll call vote (Proulx, Johnson, Vachon, Staples-aye) at 8:30 p.m.

**Motion**: (Johnson, second Vachon) to come out of non-public session passed 4-0 at 8:45 p.m.

**Motion**: (Johnson, second Staples) to seal the minutes as disclosure would adversely affect the reputation of a person other than a member of the board passed 4-0 by a roll call vote (Proulx, Johnson, Vachon, Staples-aye).

**14). Non-Public Session D:**

**Motion**: (Johnson, second Vachon) to enter non-public session under RSA 91-A: 3 II (a) Compensation of a Public Employee passed 4-0 by a roll call vote (Proulx, Johnson, Vachon, Staples-aye) at 8:45 p.m.

**Motion**: (Johnson, second Vachon) to come out of non-public session passed 4-0 at 9 p.m.

**15). Non-Public Session E:**

**Motion**: (Vachon, second Staples) to enter non-public session under RSA 91-A: 3 II (c, d) Reputation, Acquisition, Sale or Lease of Property passed 4-0 by a roll call vote (Proulx, Johnson, Vachon, Staples-aye) at 9 p.m.

**Motion**: (Johnson, second Vachon) to come out of non-public session passed 4-0 at 9:25 p.m.

**16). Next Meeting:** Monday, May 3, 2021 at 6 p.m.

**17). Adjournment:**

**Motion**: (Vachon, second Johnson) to adjourn the meeting passed 4-0 at 9:25 p.m.

Respectively submitted

Kathleen Magoon

Recording Secretary

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Paula Proulx, Chairman

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Neil Johnson, Vice Chairman

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Gerry Vachon

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Douglas Staples