

Town of Farmington
Board of Selectmen Public Meeting Minutes
Monday, November 8, 2021
Selectmen's Chambers

Board Members Present: Chairman Paula Proulx, Vice Chairman Neil Johnson, Ken Dickie, Doug Staples (remotely), Gerry Vachon

Town Staff Present: Town Administrator Arthur Capello, Police Chief Jay Drury, Police Lt. Matt Embrey, Water/Wastewater Dept. Supervisor Chuck Tiffany

School District Staff Present: SAU Superintendent Ruth Ellen Vaughn, SAU Business Admin. Brian Cisneros

School Board Members Present: Chairman Charlie King, Mary Barron, Tim Brown, Stacy Lauze

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:

Chairman Proulx said a board member is out sick and has asked to participate in the meeting by phone and to allow that the board needs to follow procedure and vote on his request.

Motion: (Johnson, second Dickie) to allow Doug Staples to attend the meeting electronically passed 3-1 by a roll call vote (Proulx, Johnson, Dickie-aye; Vachon-nay).

Mr. Staples joined the meeting by phone and Mr. Capello informed him that the meeting was in session and who was in attendance at the meeting.

Chairman Proulx asked Mr. Staples who was in the room with him.

Mr. Staples said he was alone in the room.

Resident Mary Barron said it's not often enough that a group of people can gather in a small town and say thank you to a very special person. She said it was her honor and privilege to be able to do that tonight and thanked the board for allowing her to do this at their meeting. She then read aloud "with sincere gratitude and appreciation to Neil F. Johnson for his years of dedicated service on the Board of Directors for the Friends of Farmington" from the plaque being presented to Mr. Johnson.

Mrs. Barron said Mr. Johnson helped to launch this group, has been an extremely important part all the way through and he is tending his retirement this year so they wanted to take this opportunity to say thank you to him and let everybody know he has been a valuable asset to them and how much they are going to miss him.

Mrs. Barron and Friends member Charlie King presented the plaque to Mr. Johnson amid applause from the audience.

Mr. Johnson thanked them and said he was on their board for 5 years and that it has been a lot of fun and he was glad that he was there from the start. He said it still means a lot to him and he will continue to support it as he has and that he appreciates everything they do. Mary, I love you to death, Charlie-not so much. Thank you very much he said.

4). Review of Minutes:

October 25, 2021- Public Session – No errors or omissions

Motion: (Staples, second Johnson) to accept the minutes as written passed 5-0 by a roll call vote (Proulx, Johnson, Dickie, Staples, Vachon-aye).

November 1, 2021 – Non-Public Sessions A-D – No errors or omissions

Motion: (Vachon, second Johnson) to accept the minutes as written passed 5-0 by a roll call vote (Proulx, Johnson, Dickie, Staples, Vachon-aye).

5). Set Tax Rate:

Mr. Capello said the board received copies of the tax rate breakdown for Farmington from the NH Dept. of Revenue Administration. He said the changes between the 2020 tax rate and the proposed 2021 tax rate are as follows:

municipal tax-\$6.40 in 2020 to \$6.30 in 2021(10 cents difference);

county tax-\$2.47 in 2020 to \$2.61 in 2021(14 cents difference);

local education tax-\$12.16 in 2020 to \$12.61 in 2021(45 cents difference) and the

state education tax-\$1.89 in 2020 to \$1.85 in 2021 (4 cents difference).

He said the total impact as it stands now is going from the 2020 tax rate of \$22.92 to the 2021 tax rate of \$23.37 or a 45 cents increase.

He said he sent around an e-mail to the Selectmen and historically the board has tried to keep an 8% undesignated fund balance which means the board has up to \$200,000 to use to offset the tax rate, fund the Capital Improvement Plan or do nothing with it and save it for next year's undesignated fund balance. He said if they spend anything more than the \$200,000 it would drop it below the 8% fund balance the board has historically kept.

Chairman Proulx asked School Board Chairman Charlie King if anyone from his board wanted to speak to this issue.

Mr. Brown asked if the school tax portion of rate he stated is for the local or the state.

Mr. Capello said the local education tax rate is going up from \$12.16 to \$12.61 and the state education tax rate is going from \$1.89 to \$1.85.

Mr. Brown said those numbers are not the numbers they have. He said their estimated tax rate came in at \$1.25 decrease based on what they supplied to the DRA.

Mrs. Vaughn said they didn't have the valuation that it was based on because there are fluctuations in any given year. She said they didn't have that number to base where they were going and asked for that number.

Mr. Johnson said the Town valuation is \$562,027,636 and is only a \$5 million increase over last

year's valuation so that wouldn't account for \$1.25 which is less than a 1% increase.

Chairman Proulx said this says the school district gave back \$700,000 and asked if that is the correct number.

Mr. King said from the MS 24 they submitted the number was \$719,000 and the most available was \$783,000 and they held back for surplus \$63,318 for the capital reserve funds and they did not hold any of the 2.5% back as was done in the past. All but \$63,000 of the undersigned fund balance went back he said.

Chairman Proulx said the numbers the board has are the numbers they got from DRA.

Mr. Capello said that's correct and he is looking at the DRA portal on his computer as they speak.

Chairman Proulx said the Selectmen can only go by what they have in front of them. She asked Mr. Capello if after looking at the numbers if he had a recommendation.

Mr. Capello said his recommendation is to leave the tax rate where it is and not use any of the \$200,000 because they have some CIP's that it would be critical for such as the bridges and they don't know what next year will bring budget-wise and anything that's left will drop into the undesignated fund balance which could give the board more of an opportunity next year to potentially buy down the tax rate.

Chairman Proulx said she hated to see any increase but 45 cents doesn't seem too bad.

Mr. Johnson said they were expecting a quite a bit higher increase with school's tax rate expected to go to \$3.14 and to drop that to 45 cents is incredible. He said the \$1.25 Mr. Brown spoke about is \$700,000.

Mr. Brown said they looked at their overall appropriations, subtracted their revenues which were up, subtracted the fund balance they were returning, plus their Adequacy Aid was also up and using the standard number they usually use at budget the \$558,000 they were looking at a potential \$1.25 drop. He said they would just have to communicate with DRA tomorrow and make sure their numbers are correct.

Mr. Johnson said what is coincidental is at a \$1.25 difference is \$700,000 which is what they turned back in and maybe this was something for them to look at.

He said with the upcoming year they are going to have salary issues and they have to set aside money in the CIP for some infrastructure changes and recommended that they retain the surplus because they might need to offset something come budget season when they start doing the CIP appropriations.

Chairman Proulx said she usually would jump up and down about this but after the year they have had to come out like this is pretty darn good.

Mr. Johnson said they already know that next year there is a 10% increase on insurance rates across the board and fuel charges have doubled.

Mr. Staples and Mr. Vachon said they agreed with Mr. Johnson.

Motion: (Johnson, second Vachon) to set the 2021 tax rate at \$23.37 as provided by DRA

currently pending any resolution or issue that comes up with the School Board discrepancy they discussed passed 5-0 by a roll call vote (Proulx, Johnson, Dickie, Staples, Vachon-aye).

Chairman Proulx said if anything should come up to let them know immediately so they can do whatever they need to do to change or rectify things.

Mr. King said they will take a look at it.

Mr. Vachon said 45 cents is \$90 on a \$200,000 valuation and he was okay with that.

Mr. Johnson said it could have been a lot worse. He said they had projected a 33 cents increase for the Town and the school was projected to be a \$3.14 increase so there is a \$3.50 increase right there.

Mr. Capello said what helped the Town is the Rooms and Meals Tax came in at about \$300,000 more than they anticipated.

Mr. Vachon said they were being very conservative with the initial reports.

Mr. Johnson said they estimated they would receive about 70% of what the Town got last year.

Chairman Proulx said they were very cautious going forward and it does pay off.

6).Bridge Funding Possibilities:

Mr. Capello said he put this on the agenda last week before what happened over the weekend (federal infrastructure bill passed) so he didn't know if that would delay the discussion on this or not. He said he contacted Hoyle, Tanner engineer Josif Bicja about the bridge aid and he said no one really knows exactly what will happen yet.

He said he has a 130 page explanation that he got from Sen. Shaheen that he has not had a chance to look at. He said Mr. Bicja is looking into it and a lot of it is going to depend on what the state distributes out as they get the money and then distribute it.

He said they are also looking into the infrastructure bill because there is money for drinking water uses so they have also been in contact with Emery & Garret regarding using it for wells or filtration purposes. He said they have a conference call scheduled with them for one week from Friday and hopefully by then they will have flushed out more of what is in the bill, the rules and what is coming our way.

Mr. Capello said he also reached out to Strafford Regional Planning who is meeting with Reps. Ann Custer and Chris Pappas tomorrow and he asked them to remind the Reps not to forget the small towns rather than all of the money going to the big towns/cities like Manchester and Nashua and the small towns in NH need it just as badly.

He said Mr. Bicja recommended that if any board members feel so inclined to contact the reps to see if we can get them to lobby for us.

Mr. Vachon asked if one of our Reps is on the Budget Committee.

Mr. Capello said Rep. Joe Pitre is on the Budget Committee.

Mr. Johnson said Jim Horgan is our other Rep.

Mr. Capello also encouraged the public to contact our local Reps to encourage them to push for some of that money to come our way because we need it as bad as the cities in the state.

He asked the board where they wanted to go with the discussion on the bridges and he wanted to get it back on the agenda because depending on which way the board goes will determine how much time they need.

Mr. Vachon said he still didn't think they could depend on a hope and a prayer that we will get a chunk of that. There's no guarantee and we don't have a letter in hand saying we will get this much for bridges so we can't count on funding from somewhere we may not get funding from and our bridges are falling apart he said.

Chairman Proulx said she agreed with him to a point and she had asked Mr. Capello to pull some numbers regarding their debt to revenue ratio.

Mr. Capello said based on the current town valuation taken off the MS-1 we could carry approx. \$16,456,201 of debt and we currently have \$6,056,770 of debt. He said the town can carry 3% of our net valuation, the school can carry 7% of their net valuation and that as a community we can only carry 9.75% between the school and the town of net valuation for debt.

Chairman Proulx said when you start adding another \$2 million for a bridge, potentially \$2 million for the levee that could affect everything. She asked just on the bridges if they are at about 37% now.

Mr. Johnson guessed they have used around 35% of the debt.

Chairman Proulx said then if they add \$2 million for the bridge, another \$2 million for the levee and they have a well they need to do something with and these are all potentially within a 5 year radius and at any one day you can't carry over that amount. The higher you incur your debt the possibility of getting a loan gets harder if you get one and it's at a higher rate. The more debt you incur the worse off you are so you might want to take the hesitant step within the next week or so to find out what's coming down the pike with an explanation she said.

Mr. Johnson said they have time before they have to decide and a bond public hearing would have to be scheduled by Feb. 21. He said they need to find out what's going on with the grant and depending on the way it's written we may have a better idea on our chances and suggested they delay this discussion for a week or two.

Mr. Vachon said he was fine with that but all this money doesn't mean we will get any. We can find out what it can be used for but if it's not going to get divided up for 3 years that bridge is not going to wait for another 3 years. As long as we still have time to pull a bond together if we need to but we have 3 bridges that need attention he said.

Chairman Proulx said they are not disregarding that but they have to go cautiously forward. She suggested they need to firm up the numbers to see where they will be at and do a closer outlook on the debt incurred in whatever amount of time they think they will need. They may make us accredit the levee or the people in the new floodplain may not be able to get insurance or their rates are going to be extremely high she said.

Mr. Johnson said the rates are going to be high because they are going up as far as for flood management. He recommended they keep this on the agenda and schedule a light night where

they go over the CIP Mr. Bicia provided and move stuff around and see if they can finalize the expected expenses and then take it from there. I think we should do that soon and that will tell us what we'll need for money he said.

Mr. Capello said he just pulled up the NH Municipal Assoc. calendar on his computer and the first day to hold public hearings on bonds/notes over \$100,000 is Jan. 7. We have time he said.

Mr. Vachon then asked if damaged rebar on the Spring St. Bridge got cut.

Mr. Capello said yes and they also put in hydraulic cement to fill in the hole.

He said the bridge funding item will be on the agenda for next week because he is also going to come to the board to start thinking about warrant articles in general so they can start working on them. He said the town has a new DRA rep and the language they can use will be changed. He asked if the board wanted the bridge funding to be an individual agenda item or to just lump it in with the warrant articles.

Consensus of the board was to keep the bridge funding as a separate agenda item.

Mr. Dickie asked what is included the town's debt.

Mr. Capello said it includes the Public Safety Building, the new fire truck, the new water meters, the new plow truck and the two bonds on the water treatment plant.

Mr. Staples said they are only allowed to carry a certain amount of debt and right now we are in a good housing market where the values are high and asked if the housing markets crash and the home values drop if we would be screwed.

Mr. Capello said it's 3% of whatever the town valuation is so theoretically if the town valuation tanks that would lower our debt to income ratio.

Mr. Staples said if we're at 3% now and we have a recession, the housing prices drop, the value of the town goes down and asked what would happen then.

Mr. Johnson said any bond or loan already outstanding will remain outstanding and they will still make the payments but the total amount they can bond would be reduced. He said right now we have \$6 million bonded across a variety of items and if the town valuation dropped dramatically and went below \$6 million we would still have that \$6 million outstanding but we wouldn't be able to get any more.

Mr. Staples said he was confused because the law says they can't have any more than that at any given time.

Chairman Proulx said if the valuation dropped the amount they could bond would drop and that could hinder us severely.

7). Holiday Schedule:

Mr. Capello said historically the Board of Selectmen has given the staff a half day on Christmas Eve and this year Christmas Eve is a day off because Christmas falls on a Saturday so based on their policy they have the Friday before off which is Christmas Eve and he didn't know if the board wanted to do a half day on that Thursday since if you go by the holidays technically that is their Christmas Eve.

Mr. Johnson said no and it hasn't been a tradition and it's only been the last 2 or 3 years.

Mr. Capello said the last couple years the board has given the Town staff Christmas Eve off and prior to that it was a half day.

Chairman Proulx said that was because they had a luncheon and then went home.

Mr. Dickie said they have Friday off so he didn't think they need to have a half day Thursday.

Mr. Vachon and Mr. Staples said no.

Chairman Proulx said she would do it but she didn't have the votes to back her up.

Consensus of the board was not to give Town employees a ½ day on Thursday, December 23.

8). COVID-19 Update:

a). Several Approvals for Funding- Mr. Capello said he asked Chief Drury and Mr. Tiffany to attend this meeting in case the board had questions on what they're looking to do. He provided a spreadsheet for this round of projects and asked the board how they wished to proceed.

Mr. Johnson asked if the 10% of the total loss of revenue is payable over one year.

Mr. Capello said it is payable over 2 years and he did it this way because they don't know what next year will bring and he was trying to get the smaller projects out of the way and any money left over can be used to do the bigger projects.

Mr. Johnson said they can expend the full amount (of the 10%) in one year as long as they don't expend over the \$71,000 or they can do \$50,000 one year and \$20,000 the next if need be where with the total **American Rescue Plan** funds they can't do that.

Mr. Capello said that is correct and we only get half of the total ARP funds each year.

Chairman Proulx asked if they don't expend all of this year's half of the ARP funds if it carries over into next year.

Mr. Capello said they have until 2024 to expend it all. He said most of these items the board has already approved but they needed quotes in order to meet Town policy. He said the ones the board has not yet approved included the Police radios and computers.

Police Radios -Mr. Johnson asked how many radios and computers are being replaced and there are no quotes or details included in this packet.

Mr. Capello said quotes were included for the radios but not for the computers and for the computers they just had the Amazon prices.

Chief Drury said they have 7 radios that will be compatible when the Sherriff's Office switches over and to get them back up to speed they need to purchase 5 more. He said he was looking at a radio that was compatible with what they have and has a good life expectancy which is the APX 6000 that is a reasonably priced one.

He said \$2,776 is the projected promotional pricing (per unit) for buying it through the county and the county commissioner hasn't signed off on this but they are expected to as the county just got \$3.5 million to upgrade their radio systems so they believe this price will be good.

He said he provided 3 quotes, one from the county, one from Ossipee Communications and one from 2-Way Communications which were about \$400 more per radio than the county price.

Chairman Proulx asked if the exact radios were compared for each quote.

Chief Drury said yes and he quoted them all with the same descriptions to make sure they could compare them one to the other. He said he thought the big difference in the price of the radios was because the county price involves a volume discount because many agencies in the county will have to purchase radios to be updated to the new system.

He said when they mentioned this grant money could be used for this as opposed to a CIP they thought this may be the way to go. He said the model APX 6000 is on the Sherriff's vetted list of radio systems that will work for us.

Mr. Johnson asked why there are 4 of one set up and one of another set up.

Chief Drury said 4 units was where 2-Way could give them a price break and when he was originally doing this he figured anywhere from 3, 4 or 5 radios depending on what gave them the best price breakdown and volume discounts.

Mr. Johnson said that one of the options, ENH: LI Digital Conventional was not listed in all the quotes and asked why there is a difference.

Chief Drury said he gave them all the same specs to make sure they worked on Strafford County's system.

Lt. Embrey said when they get a quote for a radio there are all these associated costs with putting the right speakers in and getting the programming and a lot of it is like Chinese to them. He said the Chief gave them the one they got from the county as the benchmark and this is what they sent back and he was not 100% sure what that option is.

Mr. Vachon said it may be specific to that radio as it listed as APX6000 LI and the one on the next page says APX6000.

Mr. Johnson said but their part numbers are the same. He asked if all their other radios are in good condition and work properly with no problems or issues.

Chief Drury said the 7 portables they have that will transfer to the new system are fine and they have 5 that aren't going to transfer. He said another hurdle is the radios mounted in the cruisers and he planned to get quotes for those radios down the road when they need to upgrade those as well.

Lt. Embrey said the county isn't always great about communicating and they were here last year for the potential upgrade of the radio system but at that time they were saying they were going increase our payments to them to \$10,000 per year. He said they waited until just now to tell us that things are good as long as the infrastructure bill gets signed this Friday we're going to move forward with this radio project now and we would have no costs. The e-mail from the Sherriff said they already have \$2.8 million that they got from the most recent COVID money and \$750,000 was earmarked for this project contingent upon the bill passing which it did. He said his only gripe was they didn't get a lot of notice and the changeover will be happening sooner rather than later which they still haven't given us a date for. That's why this becomes more important because 30% of our portables we carry will be obsolete and then all of the

cruiser radios will be obsolete. The quote they got from Motorola expires on Dec. 30 and if they don't sign it they will have to put it out for bid again and start this process over again so it's very likely the commissioner will sign it and this project will move forward next year he said.

The Chief said they will need 5 portables and 6 cruiser radios in the near future. He said he was trying to get the acclimated with this and not muddy the water with cruiser radios and they are a 50 watt minimum so they will be more than what this will be. We do have some time and I'm hoping we have 6 months to make this transfer he said.

Mr. Johnson asked if there was any possibility the Sherriff would fund any of this.

Chief Drury said no.

Mr. Capello asked Chief Drury if he anticipated the price increasing or if this is the max price.

Chief Drury said the way things are currently going in the economy he would let that speak.

Lt. Embrey said the best quote they got was the one through the county deal and it is not a hard fast quote they could buy today. He said this is the proposed pricing if they sign the bill so assuming that they sign they should get that pricing but there is no contract that says they have to so it's possible that number could change but it probably would not be more than the other quotes they got.

Mr. Johnson said it's still about \$500 cheaper.

Mr. Capello suggested the board could motion that they spend up to that amount and if it's higher they could come back to the board and if it's lower good for us.

Mr. Vachon asked if they decide not to sign this contract and they re-bid it and it comes back with a different radio if these radios would still function correctly with the radios they could possibly have to buy because they come with a lower bid and are not Motorola.

Chief Drury showed the list of radios to Mr. Vachon and said there are a plethora of radios that make the Sherriff's 2 page list and some of them he has never heard of.

Lt. Embrey said this radio is the most ubiquitous radio in the country for a lot of public safety uses and it's highly unlikely they would pick a system that wouldn't be compatible with this. He said the system they are doing is for the infrastructure and these are the radios that are compatible with the new infrastructure and are the ones that are recommended.

Mr. Capello said it was his understanding was that they weren't going to buy them until the county signs on the dotted line so anything they buy would already be approved by the county.

Chief Drury agreed.

Mr. Dickie asked if these radios would be able to communicate with the radios purchased for the DPW and Water/Wastewater Depts.

Chief Drury said they would and they would be able to transfer to analog.

Mr. Vachon said the quotes say the radios are conventional operation which should be analog and digital.

Lt. Embrey said that could change the price as they would have to program those channels or analog frequencies in.

Mr. Vachon said it's about \$25 a radio to add in a second frequency or they could get someone who has a laptop, buy the programming and do it themselves.

Lt. Embrey said generally when there is a reprogramming it's done by a grant through the state and they just had a reprogramming where 2-Way came out, did everything which was paid for by the state and they can tell them at that time to add particular channels.

Motion: (Johnson, second Staples) to authorize the purchase of Motorola portable radios for the Police Dept. in an amount not to exceed \$13,885 pending County acceptance of the contract with the money to come out of the ARP fund 20 passed 5-0 by a roll call vote (Proulx, Johnson, Dickie, Staples, Vachon-aye).

Police Computers – Chief Drury said they would like to purchase 5 computers.

Lt. Embrey said there are 4 computers on the sheet provided and the 5th one is a network attached storage unit to backup their body camera footage. He said right now they are “MacGyver-ing” their set up and this would be the proper way with that backup and they need to purchase more computers.

Mr. Vachon asked if they need to purchase more computers or to replace them.

Chief Drury said to replace existing computers. He said he usually budgets to replace 3 or 4 computers each year and they've always been able to get a decent price and Lt. Embrey has hooked them up giving them a very good savings there. These upgrades at \$2,144 would keep us up and running for the foreseeable future he said.

Lt. Embrey said they don't have multiple quotes for this because these are really cheap computers that are on Amazon and the prices fluctuate \$30-\$50 any given day. He said they usually work with a Canadian company and they get service from them but their prices are way above Amazon.

Mr. Vachon said the description of the computers says “Renewed” and asked if that is another word for refurbished.

Lt. Embrey said yes it is.

Mr. Vachon said they only replace what is broken on a refurbished unit so they would be picking up somebody else's headache.

Lt. Embrey said the ones they buy from the Canadian company are refurbished as well.

Mr. Vachon said they bought some for the Town Clerk and asked if they were new.

Mr. Capello said those computers were new ones.

Mr. Vachon said he didn't want to go with refurbished computers because they don't change one chip in that and it breaks down tomorrow because that chip was fine when they tested it where if you buy one brand new you know it's a brand new chip that doesn't have any hours on it and the PD is kind of important.

Mr. Capello said they can get pricing on new computers for the board.

Mr. Vachon said he would prefer to see a price on new versus refurbished.

Mr. Capello asked if the board wanted to hold off on this and have the Chief get pricing on new

computers.

Mr. Johnson said he was okay with the renewed ones and he gets them all the time.

Chief Drury asked what they have for a warranty.

Lt. Embrey said the company they used to use had a 3 year warranty and these computers are cheaper but they have a 1 year guarantee. He said he expects them to last 3 years and they may need to replace a part or two in them during that time.

He said they have 23 computers-one for each person and some location based computers-two in the booking room, one in the evidence room, one in the central records room, 2-3 in the office manager's office and a couple of backups. He said he would love to have \$1,000 computers across the board but that would be about a \$20,000 cost.

Mr. Johnson said they don't use them for much they use them for word processing, report writing, e-mail and that kind of stuff.

Chief Drury said they are also tied to the county with their IMC system.

Lt. Embrey said when you buy refurbished you run the risk of spending more money down the road. He said they buy the same line every time and they generally last about 3 years and they planned to have them on a rotation cycle for replacement.

Mr. Johnson said if it was the finance office or the Town Clerk it would be different but this is just general purpose access like they would put in the Rec. Dept. or library for people to access.

Lt. Embrey said there are also some hard drives included on the price list that they use for the network attached storage and to renew some of the older computers. That's going to give us a bigger bang for the buck on performance because he throw those in some of the older computers and they will run a little bit better he said.

Motion: (Johnson, second) to authorize the purchase of four desktop computers and one network attached storage system with hard drives and assorted accouterments not to exceed \$2,145;

Discussion: Lt. Embrey said he just realized that the Synology disk station is not available at that price (\$369.99) and it is already up to \$500. He said that was a good deal and he put it in his cart thinking it would stay at that price but it did not.

Amendment: by Mr. Johnson: not to exceed \$2,400

Seconded by Mr. Staples.

Vote: The motion passed 5-0 by a roll call vote (Proulx, Johnson, Dickie, Staples, Vachon-aye).

Amendment: by Mr. Johnson: the funding for the PC's and network storage devices to come out of ARP Fund 20.

Mr. Staples accepted the amendment.

Vote: The amended motion passed 5-0 by a roll call vote (Proulx, Johnson, Dickie, Staples, Vachon-aye).

Mr. Capello said the majority of the items remaining are water/wastewater related and include the compacter, waste pump, the trailer and the Avitar software update for utility billing.

Equipment Trailer – Mr. Vachon said that weight shown includes the weight of the trailer and asked what the actual cargo capacity is of these trailers and what it can actually haul. He said if it's a 2,000 lb. trailer and he puts 8,800 lbs. of skid steer on it now it is overweight and it would get a overweight violation and they would need a Class A license because it's overloaded.

Mr. Tiffany said that information is not included in any of the quotes and they provided every spec except for that one.

Mr. Vachon said with the weight of that 1 ton they can go to a 12,000 lb. trailer and the problem is they can't upgrade any of our trucks to F450's at that point because that would require a Class A because an F450 is rated for just over 14,000 lbs. I would hate to okay a trailer for \$7,000 and not be able to put the skid steer on it safely and legally he said.

He said if the skid steer with the mower weights 8,000 lbs. then that only gives them 1,900 lbs. for the steel in the trailer itself. He asked Mr. Tiffany to call the companies and verify what these 3 trailers can haul.

Mr. Capello said they will pull this one off the list for now.

Wasting Pump – Mr. Tiffany said the pumps in each tank take the sludge off the bottom of the tanks and they store it in a sludge holding tank before they run it in the centrifuge. He said the best quote he received was from Xylem Water Solutions USA, Inc (\$8,220) and they are located about 2 hours away from Farmington (in CT) and they have brought pumps there to get them fixed. He said the problem is he doesn't have a spare to put online if he has to take one offline and it would be nice to have a backup as they do go when the water seals go on them.

Mr. Vachon asked if the quotes are comparing apples to apples for the exact same pump.

Mr. Tiffany said the quotes are for the exact same pump.

Chairman Proulx asked if they have done business with this company before and if they have done well for the Town.

Mr. Tiffany said yes. He said he has also dealt with AAA Pump Service before but their quote was very high (\$9,350). Trask- Decroe Machinery was close (\$8,273) he said.

Chairman Proulx asked if this falls under the ARP funds because of the nature of it.

Mr. Capello said yes.

Mr. Vachon said the part numbers are not lining up for some reason.

Mr. Tiffany said they bought the pumps from Xylem when they did the upgrade to the system.

Chairman Proulx said the part numbers are the same in the AAA Pump Service and Xylem quotes but is different in the TDM quote.

Mr. Vachon said it appears to be the same pump but the full part number doesn't show that it's the same pump. All the specs listed match up but the part number is different he said.

Motion: (Vachon, second Johnson) to approve the purchase of a new wasting pump for the wastewater plant not to exceed \$8,220 to come from the ARP Fund 20;

Discussion: Mr. Vachon asked Mr. Tiffany to verify the part number before he purchases the pump.

Vote: The motion passed 5-0 by a roll call vote (Proulx, Johnson, Dickie, Staples, Vachon-aye).

Compactor – Mr. Vachon asked if they were planning to purchase a compactor too.

Mr. Tiffany said he is still trying to get the quotes for the compactor and the fencing and it is not going very well.

Mr. Vachon said he would send the name of the contractor they used for the fencing in Somersworth to Mr. Capello. They were very cost effective he said.

Mr. Tiffany said this is the same compactor that the Highway Dept. garage has and everyone loves it.

Mr. Vachon said the Multiquip compactor is good product they just bought one where he works and the other municipality he worked for had one and they do a good job with a nice smooth finish. I think that's what I paid (\$2,095) about 6 months ago he said.

Motion: (Vachon, second Johnson) to approve the purchase of a Multiquip plate compactor model MVC88VTHW in the amount of \$2,095 to come from the ARP Fund 20 for the Wastewater Dept.;

Discussion: Mr. Johnson asked if this price includes delivery because the others have separate delivery charges and he didn't see one listed on the Reliable Equipment quote.

Mr. Vachon said Reliable Equipment is located in Dover and they could pick it up.

Mr. Johnson asked if that would be the final cost.

Mr. Vachon said yes. He said it should come with fuel and oil in it and they should test it out before they take it and make sure it runs.

Vote: The motion passed 5-0 by a roll call vote (Proulx, Johnson, Dickie, Staples, Vachon-aye).

Avitar Software Update- Mr. Capello asked if the board will pay for the Avitar software updates for the Water and Wastewater Depts. billing.

Mr. Vachon said these would be paid directly out of ARP because they have no infrastructure.

Mr. Capello said everything they did with water will come directly out of the ARP funds and the total cost for both software systems would be \$17,800.

Mr. Vachon asked if there would be any rolling costs yearly.

Mr. Johnson said the support costs total \$4,800 starting in 2023 and that it states on the last page of the agreement that software support would be billed annually after 12/31/22. He said one is \$3,180 annually and the other is \$1,602 annually.

Mr. Capello said when they bring the budget forward there will be two other entities of this software that they couldn't fit into ARP for Town Clerk/Tax Collector's office.

Mr. Vachon asked if they currently have something budgeted for software maintenance.

Mr. Capello said they have about \$4,000 a year budgeted for software maintenance.

Mr. Vachon said it would be a minimal increase for maintenance and it would be more efficient.

Motion: (Johnson, second Vachon) to authorize the purchase of the Avitar Utility Billing System and the Avitar Collect System totaling \$17,800 including software support through 12/31/22 with the funds to come out of the ARP Fund 20 for water and wastewater billing software

passed 5-0 by a roll call vote (Proulx, Johnson, Dickie, Staples, Vachon-aye).

Senior Center Flooring- Mr. Capello said they got some clarity and additional quotes for the flooring and asked the board to approve \$2,063.74 quote from Lowe's to take up the old carpet, haul it away and put down new commercial carpet in the senior center.

Chairman Proulx asked if they came out and looked at it.

Mr. Capello said they did and they may have given the Town a decent price because they are also doing the window replacements.

Mr. Johnson said that is 95 cents a sq. ft. and you can't buy dust for that low price.

Motion: (Johnson, second Dickie) to award the bid to Lowe's for the purchase of carpeting to include the removal of the existing carpet and the installation of foam padding, labor, haul away and all other associated costs for the carpeting at the Courthouse with funds to come from the ARP Fund 20 passed 5-0 by a roll call vote (Proulx, Johnson, Dickie, Staples, Vachon-aye).

Mr. Capello said he would be bringing some more stuff to the board next week and as he is meeting with people to discuss their budgets they are looking for ways to pull more money out of the ARP funds and keep them out of the operating budget as one-time expenses.

Chairman Proulx said that seems to be working out well.

8). Town Administrator's Business:

Mr. Capello said that is all he had for the public portion of the meeting and he needed 2 non-public sessions with the board.

Uninspected Vehicles – Mr. Vachon asked if they have any more uninspected vehicles on the road.

Mr. Capello said not to his knowledge.

Mr. Vachon asked if the one he came in on Friday about was the last one.

Mr. Capello said yes and he didn't know that one was uninspected until he said something. He said he spoke with the dept. heads to make sure they remember to get these things in in Sept. to get them inspected.

Mr. Vachon said that particular one could still be on the road even it failed because it was for an emissions evaluation not for safety issues.

Mr. Capello said he thinks they saw the code and that they had the mechanic clear the code and never brought it down. They have an appointment on Wednesday he said.

Mr. Vachon said it needed work and the evaluation step got missed. He suggested they get the emissions sticker in October so they are not liable for any issues with an uninspected vehicle.

9). Non-Public Session A:

Motion: (Johnson, second Vachon) to enter non-public session under RSA 91-A: 3 II (d) Sale of Property passed 5-0 by a roll call vote (Proulx, Johnson, Dickie, Staples, Vachon-aye) at 7:39

p.m.

Motion: (Vachon, second Johnson) to come out of non-public session passed 5-0 at 7:51 p.m.

10). Non-Public Session B:

Motion: (Johnson, second Staples) to enter non-public session under RSA 91-A: 3 II (a, c) Compensation of Public Employees, Reputation passed 5-0 by a roll call vote (Proulx, Johnson, Dickie, Staples, Vachon-aye) at 7:51 p.m.

Motion: (Proulx, second Vachon) to come out of non-public session passed 5-0 at 7:58 p.m.

11). Next Meeting: Monday, November 15, 2021

12). Adjournment:

Motion: (Johnson, second Dickie) to adjourn the meeting passed 5-0 at 7:59 p.m.

Respectively submitted

Kathleen Magoon

Recording Secretary

Paula Proulx, Chairman

Neil Johnson, Vice Chairman

Ken Dickie

Doug Staples

Gerry Vachon