

Town of Farmington
Board of Selectmen Public Meeting Minutes
Monday, November 15, 2021
Selectmen's Chambers

Board Members Present:

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

Others Present:

Arthur Capello, Town Administrator
James Reinert, Fire Chief

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 asked Mr. Capello to announce the 2021 tax rate for anyone who may have missed last week's meeting when the rate was set.

Mr. Capello said the tax rate is as follows: municipal: \$6.30 per \$1,000 valuation (down 10 cents); county: \$2.61 (up 14 cents); local education: \$12.61 (up 45 cents); state education: \$1.85 (down 4 cents) for a total increase of 45 cents to a total tax rate of \$23.37.

4). Review of Minutes:

November 1, 2021 – Public Session Minutes – No errors or omissions

Motion: (Dickie, second Staples) to accept the minutes as written passed 5-0.

November 8, 2021 – Non-Public Sessions A & B – No errors or omissions

Motion: (Johnson, second Vachon) to accept the minutes as written passed 5-0.

Mr. Johnson said there was an issue with the 29 Bunker Street property and asked if the bidder accepted (their proposed resolution).

Mr. Capello said he contacted the bidder and gave him the offer but has not heard back from him yet.

Mr. Johnson asked how long they would leave the offer out there.

Mr. Capello said he would e-mail the person now and asked the board's pleasure on the deadline to accept or refuse the offer. He added the bidder may be trying to consult with his attorney regarding the cost/procedure to move forward.

Consensus of the board was to give the bidder until the end of the week to respond and accept or refuse the offer.

5). Updated Conservation Commission Bylaws:

Mr. Capello said there were few updates to the bylaws and they come into compliance with the RSA (36-A: 4).

Some Selectmen disagreed.

Page 3, Article IX, A-Qualifications and Appointments, #1- Mr. Johnson read that the commission will consist of not less than 3 or more than 7 members and one (1) Selectmen's representative and asked if they were saying it would be a total of 8 members which is an even number.

Chairman Proulx said that is how it is stated but if you look it up it says they can have 3-7 members and it is whatever they voted on prior to. She said that would be when we voted on it as a town and the number of people would be consistent with that particular warrant article.

Mr. Johnson said he thought it is supposed to be 3-7 members including the Selectmen's rep.

Chairman Proulx said they can also have a Planning Board rep. as a member of the Con Com.

Mr. Staples (who is the Selectmen's Rep to the Con Com) said they do have a Planning Board Rep on the Con Com.

Mr. Capello said he was looking at the RSA and that Mr. Johnson is correct.

Mr. Johnson suggested the sentence be reworded to say the commission shall consist of 3-7 members "which includes a Selectmen's Rep".

Chairman Proulx said they can have as many alternate members as they want.

Mr. Johnson said they are specifying having 3 alternates which is their right.

Mr. Staples said that many times only 2 people will show up for a Con Com meeting and the way it sits now if they don't have 4 members present they don't have a quorum of the members needed to hold a meeting. He said if its 3-7 members and 3 members were present who can vote then they would have a quorum.

Mr. Johnson said it has to be a majority of the board not a majority of the number that shows up for a quorum. For a vote it's the majority of those that are present but for the board quorum it has to be 4 unless they want to change it to 6 members he said.

Mr. Vachon said or they could change it to 5 to keep an odd number of members.

Chairman Proulx said she believes that would take another vote because if a Town Meeting vote established the current number then it has to go back through the town.

Mr. Johnson then read the next sentence which states "The Board of Selectmen shall appoint not less than 3 or more than 7 regular members of the Commission..."

Mr. Dickie asked if that would be 6 members if one is the Selectmen's Rep who is on the board.

Mr. Johnson said that seat would be appointed by the Selectmen as they appoint one of themselves. He said if there are only 2 people that want to be on the board they can appoint 2 and wait for a 3rd member but the way it is worded they can't appoint less than 3 members.

Mr. Capello asked if they would want to phrase it as the board can appoint no more than 7 members and drop the 3 altogether.

Mr. Johnson said yes and Chairman Proulx said that would probably be better.

Page 5, Article XII, B Quorum – “Three members, two of which must be regular members shall constitute a quorum...” Mr. Johnson said he didn’t think they could specify the number for the quorum and that according to the RSA it has to be a majority of the seated members.

Chairman Proulx read a quorum is the majority of the total number of members of the body even if that term is defined differently by the rules and regulations of that body. She said even if that was in there it is still a majority of that body. She said if they have 7 members they have to have at least 4 members present to constitute a quorum.

Mr. Johnson said the body consists of up to 7 members and asked if it is a majority of 7 members.

Chairman Proulx said if the vote was they would have no more than 7 then that is the majority of the body.

Mr. Johnson said there is no way around that unless they go to Town Meeting with a warrant article seeking to change it to 5 or 5-7 members or something like that.

Chairman Proulx said they can have no less than 3 members but no more than 7 according to the rules set by the state.

Mr. Johnson said it doesn’t really define regular members in this section and asked if the Selectman was a regular member.

Chairman Proulx if the Selectman is part of the 7 member body.

Mr. Johnson then said alternates are not regular members.

Chairman Proulx said only if there is someone that is not there or is disqualified and then that person becomes a regular member for that meeting with voting rights but they are still an alternate.

Mr. Johnson said it pretty much covers all members and asked why there is a differentiation.

Chairman Proulx said she thinks it is because when they appoint people they vote them in as regular members or they vote them in as alternates.

Mr. Johnson said if that’s true then why even put it there.

Chairman Proulx said they were extracting it from the RSA and trying to make it work.

Mr. Dickie asked if the Selectman has voting power on the Con Com.

Chairman Proulx said yes as a regular member.

Mr. Johnson read the second line which states “A quorum for public hearings and subsequent votes on disbursement of conservation funds shall be 3 members, two of which must be regular members” and said he did not see the need for this sentence. He suggested that they combine it all into one sentence stating that 3 members, 2 of which must be regular members shall constitute a quorum for the transaction of all business.

Chairman Proulx said she was guessing what was they were trying to say is you can’t have 3 alternates voting on transferring funds or the acquisition of land.

Mr. Johnson said he could see where 2 must be regular members but that he would combine

the two sentences into one statement.

Mr. Capello said when the board was done with their review he would give their feedback to the Con Com Chairman.

Chairman Proulx said the bigger problem is why they are having problems getting people on that board.

Mr. Staples said he has been a Selectman since March and there are people on that board he hasn't even met yet because they haven't shown up.

Chairman Proulx asked if anyone has reached out to them to see if they want to remain active.

Mr. Staples said they have reached out and they say that but they don't come.

Mr. Capello said his conversation with Con Com Chair Bill Fisher was he reached out and he has heard back from everyone except one person and they want to continue to stay on the board and the problem is they don't show up. He said he was not as familiar with the RSA as this board is but he didn't think it was like the Budget Committee where you can throw them off.

Mr. Vachon said one of the questions they ask when someone wants to be reappointed to a board is have they been going to the meetings and participating.

Mr. Johnson said they had this problem a few years ago and former Con Com Chair Dave Connolly had it added to the bylaws that if they had a certain number of unexcused absences from properly called meetings they could be removed.

Mr. Vachon read from page 3, B Duties of Members, 2nd paragraph that the members shall strive to attend all meetings/public events and notify the Chair if they are unable to attend a meeting and the commission shall request a member's resignation or request the Selectmen designate an alternate to fill the position if the member is absent without excuse from 50% or more of the meetings/public events in a six month period.

Mr. Johnson said the Budget Committee has an RSA where they can remove members and the Con Com put it in their bylaws and for all other commissions it goes to the Selectmen to remove them and then it usually has to go to court.

Mr. Capello said they will have to do a public hearing process to remove someone.

Mr. Johnson read from page 4, Article IX, D Removal that "Any member of the Commission may, after a public hearing if requested, be removed by the Board of Selectmen for cause pursuant to RSA 36-A:3".

Mr. Vachon said he didn't see people knocking down their doors to be on this board.

Mr. Johnson said it is like any other board in that it runs in cycles where it will pick up, the board will be full and then they will have more members than they need and then a couple of years later it dies and goes away for a few years.

Mr. Vachon said if they don't have 7 active members, say if 2 aren't showing up and they are asked to resign and they do and they can't fill those positions then they would only have 5 seated members so 3 would be a quorum.

Mr. Staples said that's what is what the Chairman is working for.

Mr. Vachon said the fact that they are not showing up would almost benefit the Town if they stop being a member instead of saying they want to be on the Con Com and not show up. Mr. Johnson said that is one of the definitions they have to find out-if it's a majority of available seats or of filled seats.

Mr. Capello said he would ask the Town Attorney.

Chairman Proulx said she assumed if it states "the body" if they only have 6 people that would be the body even if they can have 7 members.

Mr. Vachon said he was not trying to push anybody off a board but if they are not going to show up they are not helping the town by just taking up a space.

Mr. Johnson said they can't do their job because they don't have the votes to meet those minimums.

Mr. Vachon said that's an absence without an excuse and if they have a legitimate excuse and the Chairman is aware of it then it is what it is.

Mr. Johnson said the Chairman decides if it is a legit excuse or not.

Mr. Vachon said he was not saying he didn't want people to volunteer but to volunteer and show up to the board meetings because they are not helping if they are not giving the board a quorum.

Chairman Proulx suggested they also contact the Planning Board to see if they could get a Planning Board member on the Con Com. She said she was aware that Mr. Fisher is also on the Planning Board but he may be on the Con Com as a resident.

Mr. Johnson said he can't do that and that would be like him joining the Con Com as a "non-Selectman" as it would still be 2 seated Selectmen on that board.

Chairman Proulx asked if that is one of the boards that are conflicted.

Mr. Capello said he would have to look it up but that most land use boards are conflicted.

Chairman Proulx said if a Planning Board member is also on the Zoning Board of Adjustment he/she has to recuse themselves from one or the other if they sat on the same case.

Mr. Johnson said there are also financial issues such as a Selectman can't be a Trustee of the Trust Funds because the Selectmen are agents to expend from those funds and they are the ones who are supposed to oversee those funds so it would be a conflict of interest. I see what he (Chairman Fisher) is trying to do but I don't know (if he can) he said.

Chairman Proulx said Mr. Fisher is trying to conduct business and has people not showing up.

Mr. Johnson said the acceptance date on the last page of the bylaws is wrong.

Mr. Vachon asked why the signature page only has 5 members listed if they have 7 seated members. He then asked Mr. Staples if there are currently 7 seated members.

Chairman Proulx noted there is no space for Mr. Staples' signature and it probably hasn't been updated.

Mr. Capello said Mr. Fisher may be waiting to update it until after everything is finalized.

Mr. Vachon said that having everything updated would be part of the Selectmen's acceptance

of the bylaws.

Mr. Capello said when everything in the bylaws has been updated he will bring a copy to the board for review.

6). Possible Warrant Articles for 2022:

Mr. Capello said he provided the board with a draft of the warrant articles they typically do and he wanted to get a jump start on this because the Town has a new NH Dept. of Revenue Administration Rep so everything will probably have to be reworded.

He asked the board if there was anything they wanted to delete or add to those articles and that he was not looking for monetary values now as that will happen when they discuss next year's proposed budget.

Mr. Johnson asked about the transfer to the overlay that Mr. Capello was going to look into.

Mr. Capello said he is looking into it and is awaiting a response from the auditors.

Mr. Johnson said that may be a potential warrant article.

Mr. Capello suggested they look at starting Capital Reserve Funds for repairs to the levee (approx. \$1 million) and to build a new salt shed. He said the board could even just put \$1,000 in each of those CRF's to get them established and then if the board chooses to they can add money each year to those funds.

He gave kudos to the dept. heads as he met with them on their budgets and they have been very slim on everything except for the personnel stuff the board is aware of.

Mr. Johnson said Mr. Capello could add his suggestions to the list and the discussion would still be open.

Chairman Proulx asked Mr. Capello to check for an answer to Mr. Johnson's overlay question.

Mr. Johnson said there was no reason there should be that much money in the overlay.

Chairman Proulx said she was going through some of the previous meeting minutes and he did say that and it came in from DRA that that was what was in there.

Mr. Johnson said it is over \$1 million and he didn't realize that was an accumulative amount because they put in about \$40,000 or \$50,000 a year towards the overlay. He said they used some of it because they have rebates and things like that every year that comes out of that and asked if that was the money they were searching for (for the utilities) and couldn't find.

Mr. Capello said yes it is.

Mr. Johnson said they set aside a bunch of money for utilities knowing the Town was going to eventually settle but they didn't know for how much so they bumped it up quite a bit 2 or 3 years ago. He said he thought it was the kind of fund where if they put \$50,000 in it and they don't spend it, it goes back to the general fund and then every year you replenish it.

Mr. Capello said Mr. Johnson may be right and that is why he is trying to get clarity on the issue and when he e-mailed DRA they told him to talk to the auditors.

Mr. Johnson said he is questioning if it actually exists or not though it would be great if it did.

He said he was under the assumption that that is a line item in the operating budget and that

they fund it annually in expectation of rebates on taxes.

Chairman Proulx said they determine what they put into the overlay when they set the tax rate.

Mr. Johnson said usually it's the same amount except for when they had the extraordinary utility issue.

Chairman Proulx said she didn't know where that money would go afterwards and if it gets set aside because she has never done it and it goes back to the auditors for how that works.

Mr. Johnson said if it does exist and it is a fund it should surely be reduced since they paid the utilities.

Mr. Capello said the board shouldn't count on it at this point and he will get more clarity on it.

Mr. Dickie asked if they decide they want to bond a bridge if that needs to be a warrant article.

Mr. Johnson said they don't have anywhere near the amount of information needed to put that as a warrant article. He said there is no way to do it because they would have to get estimates, contractors, etc.

Chairman Proulx said they would have to know exactly where they were at financially because right now the future is a little shaky. She said they are talking about the levee, one of the Town wells and the bridges and it might have to be a hybrid (to finance them).

Mr. Johnson said he didn't know any way they would be able to write a warrant article to authorize going out for a bond without an estimate or contractor bids and it would be like saying we might need to get a bond trust us to do the right thing and that isn't going to pass. He said his opinion is to use what they have in the bridge fund and any money they may hold over from the unexpended fund balance and have an engineering design done on one of the bridges and that will firm that up. Then we can look at taking a bond for that but the first step is going to be doing the engineering on one of the bridges he said.

Mr. Capello said if the board said they wanted to bond a bridge they would be looking at a year to a year and a half before they could do anything with that because of the permitting process and the engineering. He said it's a discussion they should continue to have but he would look at putting it in a warrant article for 2023.

Mr. Johnson said once the engineering is done and the permitting is started they will have a better idea what the price is going to be. He said if we go for a bond today we still have to do all that and the bank won't give them any money until they have a plan.

Chairman Proulx said they should also have a better idea if there is any money for this in the new federal infrastructure bill.

Mr. Johnson said they should concentrate on getting one of the bridges working as far as the engineering and do the repairs they can do out of the operating budget and fund that. Then they will have a firm plan for a bond but right now it's too much up in the air he said.

Mr. Capello said he just wanted to get a list going for the board and he has meetings scheduled for every Monday in December for dept. heads to come to the board with their budgets and he

is trying to get a head start on this stuff.

Mr. Dickie asked about the remainder of the software needed for the Town Clerk's office and if it needs to be in a warrant article.

Mr. Capello said that is on tonight's agenda and he is looking to take it out of the loss of revenue portion of the **American Rescue Plan** funds.

7). Permit Fee Waiver:

Mr. Capello said the school district has requested that the Town waive the permit fee for the generator they are installing at the high school and the fee is \$815.

Mr. Johnson said that is something they routinely do for the school district and for non-profit organizations in many cases.

Motion: (Johnson, second Dickie) to waive the permit fees and building fees for the replacement of the generator at the school;

Discussion: Chairman Proulx read from the electrical permit application that they are installing an automatic transfer switch and diesel generator at the service pole and the estimated cost is of the work is \$92,000.

Mr. Capello said that is correct.

Vote: The motion passed 5-0.

8). Possible Grant Application:

Mr. Capello said there appears to be some **Governor's Office for Emergency Relief and Recovery** funds left and they are offering a grant of up to \$50,000 and they wanted to make sure the board was okay with looking to use it for a Fire Dept. command vehicle before starting the application process. He said they have had to put a lot of work into the current command vehicle and based on the Capital Improvement Plan it was slated to be replaced 2 years ago.

Mr. Vachon asked Chief Reinert is looking to purchase the same vehicle.

Chief Reinert said something in that general vicinity and there are difficulties in acquiring vehicles. He said taking the Tahoe for example he was told not to expect anything until 2023 and this grant has to be spent by July 2022. He said they will have to figure out what would best suit the Fire Dept. if they are approved to meet all of their needs.

He said sourcing a vehicle has become very difficult and he was told that MacMulkin Chevrolet has the state contract for Chevy's for example and that Chevrolet is only producing 18,000 of their base model Tahoe next year and everything they have chips for are going into their high end vehicles. It's a very limited market, you can't order one and there's no wait list so I'm looking at a couple of different possibilities he said.

Chief Reinert said another possibility is using a pickup truck with a cab with a slide out bed for the command box. He said Rochester went to that model and just purchased 3 and he is just trying to figure out the best bang for their buck.

He said it is a \$50,000 max with a 10% match on the grant and state bid price list for the

upcoming years is supposed to be out in about a week so he didn't have concrete numbers on the vehicle prices and then they have to outfit it with lights and videos.

The Chief said his command car is currently out of service and has been sitting at the body shop for over a month waiting on a part they can't seem to acquire.

Mr. Vachon asked for information on the part needed and he would see if he could pull some strings and come up with the part.

Mr. Johnson said he has until the end of December 2022 to acquire the equipment.

Chief Reinert said he was looking for permission to go that route with the funding that's available. He said it meets the definition of general purpose equipment under the 2 CFR (Code of Federal Regulations) 200.48 and 2 CFR 200.33. He said if approved they would be able to replace the command vehicle at a relatively low cost up front to the taxpayers.

Mr. Vachon asked what the state bid is for what he is looking at right now realizing these are last year's numbers.

Chief Reinert said the Tahoe price is between \$35,000 and \$37,000; the Durango is in the mid-\$20,000's up to \$32,000 depending on how it outfitted and the Chevy Silverado 1500 4-wheel drive is \$30,000 plus the cost to outfit it.

Mr. Vachon said he has a feeling the 1500 has been used and abused and advised the Chief to go with a 2500 if they go with a pickup because they know at some point it's going to be in the middle of Pound Road trying make it to a brush fire with a bunch of guys in it. That will put up with a little more abuse than a ½ ton truck will he said.

Mr. Johnson said the Chief is talking about \$30,000 or \$35,000 for the vehicle based on this year's prices and asked what it would cost to outfit it.

Chief Reinert said he is waiting on quotes back from the vendors and they are 3 weeks out from producing quotes. He said the radios would be about \$7,000, the slide out bed for the pickup truck is \$6,000 and the reason he wants to go with a large SUV is they have acquired a command box and he needs a vehicle that will fit into. He said they can go with a larger vehicle and save the \$6,500 cost for a command box or go with a smaller vehicle and pay the extra cost to modify it for command box.

He said the light stands/siren is about \$10,000 and they are looking for 3 radios and could probably do a dual head radio for the one in the front and switch it to the one in the back but they need 2 radios in the back for different frequencies.

Mr. Johnson said just for this one vehicle he is looking at spending close to the full amount of the grant.

Chief Reinert said they would spend at least that amount.

Mr. Johnson asked if he doesn't spend it all if there are other things he could purchase.

Mr. Dickie said the money can also be used for reimbursement of past qualifying expenses that were incurred on or after March 3, 2021.

Chief Reinert said they did that with the initial GOFERR funds and acquired about \$175,000 in

reimbursements on personnel and equipment costs due to the pandemic.

Mr. Johnson said the Town would have to pay a \$5,500 match for the grant. (To obtain the maximum \$50,000 they would need to acquire eligible equipment with a total cost of at least \$55,556.)

Mr. Vachon said that is a lot cheaper than the town buying them a new vehicle outright.

Mr. Johnson asked for the age of the current command car.

Chief Reinert said it is a 2009 and has about 120,000 miles on it.

Mr. Vachon said there is probably close to 200,000 miles on the motor including the idling time at the scene.

Chief Reinert said there is still work the Town mechanic needs to do to it once it gets back from the body shop so it will pass inspection (wheel bearings and a tie rod).

Mr. Johnson asked where the \$5,500 for the Town's matching portion would come from.

Chief Reinert said they haven't discussed that yet but it could come from the ambulance revenues and in the past they have taken ambulance revenue to put into vehicle replacement funds.

Chairman Proulx asked if there was a line in the Fire Dept. operating budget for grants.

Chief Reinert said he didn't have a line for grants except for the line for the forestry grant.

Mr. Capello said if the board was okay with this they would put \$55,000 in the grant line and put \$50,000 on the revenue side from the grant. If we don't get it we don't spend it he said.

Mr. Vachon asked if the Chief would cut out what has been paid for the existing command car over the last 2 years from the sheets he provided to the board.

Mr. Johnson said that information may also help with the grant application and asked if this is a competitive grant.

Chief Reinert said no and that each community was afforded this amount of money.

Consensus of the board was to approve going forward with the grant application process and to use the funds to purchase a new command vehicle.

Mr. Johnson said since there is a grant line for the dept. this would not come under unanticipated funds so they could put it in next year's budget and not worry about having to hold a public hearing.

9). Bridge Funding Possibilities:

Mr. Capello said the board has touched on this already and asked if there was any more discussion on it. He said he sent around an e-mail this weekend from Hoyle, Tanner & Assoc. engineer Josif Bicja saying that it is not looking positive that the Town will see a lot of grant money from the federal infrastructure bill. He said it appears that the state is going to be keeping a lot of that for themselves and he has already started "hollering and jumping up and down" about it. He said he has contacted everybody that he could to advocate for the smaller communities and asked Mr. Bicja for a letter they could send to the state asking them not to forget about us small people to try to push this along and provided copies of the letter to the

board.

He asked the board for their feedback on the letter and asked if he should contact the SAU to see if they will send the letter out too as it affects both the Town and the School District.

Mr. Johnson said he would go with a different approach but if they go with this letter the third line has to change because the bill was passed in the House and President Biden has signed the bill into law.

He said in the third paragraph, second line "limits" should be changed to "limited" to read "funding is very limited" and that he would like to put a little more emphasis on this line by adding "and not adequate to even begin to address our infrastructure needs" He said the third line containing the month and date and number of bridges also needs to be edited.

Mr. Johnson said as a letter to the Dept. of Transportation Commissioner the letter is good but he would like to include to carbon copy it to Reps. Horgan, Pitre and Gray and Gov. Sununu. He suggested they add a cover letter to letters going to the Gov. and the State Reps. saying they have not funded this line for the last number of years and that funneling this money away from the small towns and making them pay these exorbitant prices for bridge repairs because they are using the money for some other pet project and the major cities have multiple projects going and they always win it. He said he would send it to those 4 individuals telling them they need to come up with a plan to distribute this money and not give it all away to their favorite pet projects.

Mr. Capello said he would draft something and send it to the board individually for review.

Mr. Johnson said it would be much sterner worded than Mr. Bicia's letter.

Mr. Staples said they should be nice to the state worker because they may not have any choice in the matter but when it comes to their boss they are elected officials and if they want to just hand the money out to their buddies they will pay for it.

Chairman Proulx said its little towns like us that get stuck with the bill every time with us being one of the lowest demographically-challenged towns.

Mr. Johnson said all we hear is it's a great application but Manchester beat you out. He said it's the politicians who decide how the money is divvied up so he would go with a more firmly worded cover letter saying this is what we sent to NH DOT but here's a special one for you.

10). COVID-19 Update:

a). Several Approvals for Funding – Mr. Capello said he has several things he is looking to fund with the ARP funding and he asked Chief Reinert to be here because most of the items are for his dept.

Mr. Vachon asked if the Water Dept. Supervisor got back to him with the weights he requested (for the trailer he is considering purchasing).

Mr. Capello said he did and the trailer will work and the information will be in the board's meeting packets next week. He said they were looking at projects that will fit within the ARP funding that they were potentially planning to come to the board with for the operating budget

and after reviewing the Fire Dept. budget these one-time projects are the things he and the Chief felt could be pulled from the ARP funding based on their parameters.

Chief Reinert said these are things he initially put into the operating budget for software and technology for next year. He said they need to replace Asst. Chief Edgerly's laptop which is 9 years old and was in the 2022 replacement plan. He said the quote from Erik Miles of Tech Soup2Nuts to purchase and migrate it is \$1,200.

He said he needs to purchase an extra tablet (\$1,000) because that was forgotten when they spec-ed out Engine 1 and the tablet from his command car is currently in Engine 1. We will add it to our Verizon plan and we need to have that technology and the new case is \$90 he said.

The Chief said Mr. Miles suggested they replace the 5 year old PC in the dispatch room and he asked him what the issue was and was told that it is running out of memory and space. He said he asked if they could just replace those portions instead of the whole computer so they plan to upgrade it with RAM memory and a bigger hard drive (\$350).

He said the VPN connection for Town Assessing is to be put on his and Inspector Waite's computers to minimize them having to come to the Municipal Office Building for tax cards for inspections for different projects, etc.

Chief Reinert said the last item on his list is to upgrade the Emergency Operations Center wireless access point (\$1,240). He said the original infrastructure put in by the original vendor is obsolete according to Mr. Miles and there are constant problems with the Wi-Fi and the internet going down in the building from the Fire Dept. and the EOC side. He said it has nothing to do with the vendor it is their hardware that they can't remote access into and they have to do something to the server to get it back up and running.

He said Mr. Miles has been in numerous times trying to fix that situation and he said replacement of the access point which will also work with their firewall should alleviate this problem and reduce the number of times he has to be called in for service.

Chief Reinert said the Fire Dept. budget line could be reduced if approved by \$3,015 and the EOC line would be reduced by \$1,240 for a total of \$4255 if they can utilize the ARP funding.

Mr. Vachon asked if the tablet gets mounted in the truck.

Chief Reinert said no and that it's portable. He said they can put a mount in but they're not mounted in now and each truck has a pocket for the tablet. He said they use them for attempts at sign-offs, inspections, hazmat lookups, etc.

Mr. Vachon asked if they did not get a tablet for Engine 1 when the new station was built.

Chief Reinert said they didn't have Engine 1 (out of service) when the station was built.

Mr. Vachon said he liked that Chief Reinert came in and said they could save this much from the operating budget by doing this and he is the only one who has done that.

Chairman Proulx said Mr. Capello was behind the scenes doing that without him knowing.

Mr. Johnson said a lot of the other stuff wouldn't affect the budget because it's all new stuff.

Mr. Capello asked the board for a motion on this because he is attaching all the minutes with

his book so if they get audited he has the backup for the feds.

Motion: (Johnson, second Vachon) to approve the purchase of a Fire Dept. laptop in the amount of \$1,200, a Fire Dept. tablet case in the amount of \$90, a Fire Dept. tablet in the amount of \$1,000, a Fire Dept. computer upgrade in the amount of \$350, a VPN connection for the Fire Dept. in the amount of \$375 and the Emergency Operations Center upgrade in the amount of \$1,240 totaling \$4,255 with the monies to come from the ARP fund passed 5-0.

Mr. Capello said the other pieces he is looking to fund from the ARP lost revenue funds are the Avitar software upgrades which totals \$13,400 and this eliminates them from having to budget for this in next year's operating budget which the board had discussed doing a few months ago. Mr. Johnson said the board has already had this discussion and said they were going to do this.

Motion: (Johnson, second Dickie) to purchase the Avitar Clerk/Motor Vehicle MAAP System in the amount of \$11,400 which includes installation, the cost of the software and the first year of software support and the purchase of the \$500 optional boat MAAP module and the purchase of the Internet Kiosk with Cloud Pay by Invoice Cloud and PDF Invoice/Paperless Notification Option for a total of \$13,400 with the monies to come from the loss revenue portion of the ARP fund;

Discussion: Mr. Johnson said this will complete the upgrade to the Avitar software suite and it will also give the taxpayers the ability to pay their tax bills online and to print out the tax bills and the other information the Town Clerk has such as dog licensing, water fees in PDF format. This is all 1 suite with the hardware and software purchases we approved 2 weeks ago he said. Mr. Capello said the other benefit of this is all of their systems from assessing, the Town Clerk/Tax Collector to Finance will now communicate with each other and they won't have to rely so much on manual entries.

Mr. Johnson said the total project when they first discussed this was close to \$50,000. He said the good news is the ARP fund is paying \$30,000 or \$35,000 of that including the hardware. We were looking to phase this in over 2 years and it looks like we'll get it done in one year. We get it all done at once at a reduced cost so it's a win-win for us for once he said.

Vote: The motion passed 5-0.

Mr. Johnson asked if that was pretty much it for the ARP fund expenditures for this year or there was more coming to the board.

Mr. Capello said he has a couple more things he would be bringing to the board next week. He said they are still waiting on the Water Dept. Supervisor who is trying to get prices on fencing and they received notification the Town is receiving approx. \$988,000 for water projects from the new infrastructure bill that was just signed. He said he didn't have a lot of clarity on it and they have conference call scheduled with their consultant on Friday and then they will do some research to see what they can and can't do with it.

He said he doesn't know what kind of restrictions there are and nothing ever seems to come easy from the feds.

Mr. Johnson said with \$900,000 they can make some significant improvements with the water/sewer systems and hopefully they will be able to use it for the well replacement.

Mr. Capello said he didn't want to say what it can be used for at this point. He said when he initially got the letter he e-mailed the consultant and asked if this was true or a scam.

Chairman Proulx said she also had one small thing for consideration for the senior center and asked if it would be possible to reach out to their contact and see if they can get one of those air purifiers for that area because they are vulnerable people.

Mr. Capello said that is something that can be paid for from the ARP fund and he would reach out to him.

Mr. Johnson said around March the equipment they purchased will be due for filter changes.

Mr. Capello said that needs to be done every 2 years.

Mr. Johnson said they will receive another \$239,000 next year and maybe they should purchase a few extra filters next year.

Mr. Capello said he is also looking for a new motion on the compactor because when the Water Dept. Supervisor went to deal the company today he learned that the company was purchased by another company and the new company will not honor the quote they got from the old company so the cost is slightly more at \$2,249.99 which is cheaper than the new quote the new company gave him.

Mr. Johnson said he would have second thoughts about using that new company.

Mr. Vachon said the first time he heard about was when he called there by the way they answered the phone.

Mr. Johnson said most companies will honor the previous company's agreements for 30 days.

Mr. Vachon said that may have been true pre-COVID-19. He said prices are changing daily and some companies won't honor a quote 72 hours later because the prices are changing that fast.

Mr. Capello asked the board to authorize the new price and the new vendor.

Mr. Staples asked if this comes out of the ARP fund.

Mr. Capello said yes and that the board had approved \$2,095 for the compactor last week.

Motion: (Johnson, second Staples) to approve the purchase of a plate compactor from White Cap of Portsmouth, NH in the amount of \$2,250 with the money to come from the ARP fund and to cancel the approval for the compactor previously approved at \$2,095 passed 5-0.

11). Town Administrator's Business:

a). Scrap Cars - Mr. Capello said there are 3 old cruisers at the Highway Dept. barn that have been taken out of service and they tried to sell them at auction but didn't get anything for them. He said now that the price of scrap is up so high he would like the board's permission to scrap them and get them out of there before the snow flies. One car has a blown transmission and two of them have bodies that have rotted out he said.

Mr. Vachon asked if they put them out to bid and there were no bites on them.

Mr. Capello said the put two of them out to bid and got nothing on them but they have not put

the old Code car out to bid.

Mr. Johnson said they could get \$450 or \$500 a car at Lambert's Auto & Truck Recyclers.

Mr. Staples suggested they also call Hardin Metals in Northwood to get a scrap metal price.

Motion: (Johnson, second Dickie) to authorize the disposal/sale of three ex-Police vehicles currently residing at the DPW garage for the best possible price passed 5-0.

Mr. Vachon suggested they also look into GovDeals (online marketplace) to get rid of cars and stuff because they wouldn't have to pay to put things up and whoever purchases them has to pay all the fees. He said for example if someone bought a car for \$2,000 it's 10% on top of that and the buyer has to pay all of that. You can put everything on there and they have put compressors, tire cages and anything lying around that has any type of value he said.

b). Resignation – Mr. Capello said they received a resignation from a Firefighter.

Motion: (Johnson, second Dickie) to accept the resignation of Joshua Tapley from the Fire Dept.

Discussion: Mr. Johnson asked how long Mr. Tapley has been with the dept.

Chief Reinert said he has been with the dept. for 6 years. He said he started with Farmington as a per diem and then he got hired full time in Wakefield and now he is full time in Salem for the past 2 or 3 years and like every other dept. he is getting hit with 40, 50, 60 hours a week of overtime.

Vote: The motion passed 5-0.

c). Hornetown Road Bridge - Mr. Staples asked Mr. Capello to confirm to the townspeople that he has not given permission for any overweight vehicles on that bridge other than was stated in the motion.

Mr. Capello said they have not given permission for any vehicles to go over that bridge other than Town and School District G-plates. He said anybody that is going over there that claims they have permission from him or the DPW Director is inaccurate and he has asked the Police to try to do some directed patrols up there.

Mr. Staples said so if they see something they need to call the Police and say something.

d). Painted Speed Bumps – Mr. Vachon asked if they ever got an invoice for painting the speed bumps at the Hornetown Road Bridge.

Mr. Capello said they have gotten the invoice for that yet.

Mr. Vachon said he would get a hold of the contractor because he hasn't received an invoice for the work they did for him yet either.

e). 2005 GMC 2500 Sierra Repairs – Mr. Vachon said they had requested that this vehicle (truck #101) be fixed and it came out great but he thought he they were trying to do that on a tight budget but they ended up spending with labor \$6,000.

Mr. Capello said that is correct based when they started getting into it and cutting back the rot on the frame and they also replaced the straps and did some general maintenance the fuel pump.

Mr. Vachon said there was \$400 for brakes that wasn't included in the work needed for that

truck. He said his other concern is \$1,500 for a bed and \$500 for paint so that's \$2,000 when we were trying to do this thing on a budget.

Mr. Capello said when they priced out the price for lumber and having to wire everything and putting sides on it rather than just a flatbed it was cheaper to go this way.

Mr. Vachon said he would like to see those figures. He said they spent \$2,000 to put that fancy bed on there because that paint wasn't for the frame and it wouldn't have been for the flatbed. He said they were trying to budget it and they spent almost as much as it would cost if they sent it to the body shop and had it done professionally.

f). Truck #302 – Mr. Vachon asked if the board approved the cost for the repairs to the 2005 International 7500 that needed a transmission and a clutch. He said all of a sudden it needed tires, a core, 2 engine repairs, a wheel hub and the tires, wheels and hubs needed repairs.

Mr. Capello said some of that stuff was found as they were starting to go through it. He said he considers tires and stuff as general maintenance stuff.

Mr. Vachon said you can look at tires and tell if they are bad and he didn't remember that truck needing tires as well on the list where it said it needed a transmission.

Mr. Capello said tires wouldn't have been on the list because that is general maintenance.

Mr. Vachon said it is an issue with a vehicle they were bringing to the board to tell them it had issues and that should be every issue with the vehicle not just what they feel like telling them.

Mr. Capello said it would not be the general stuff just the big stuff.

Mr. Vachon asked if \$1,200 in tires isn't big stuff on top of an \$8,000 transmission job.

Mr. Capello said he could start bringing all the routine stuff to the board.

Mr. Vachon said it was on a truck that needed extensive repairs so that makes the repairs for that vehicle to get it back on the road that much higher. If we approved it for \$8,000 and they spent \$13,000 on it because of all the other things they knew were bad because they looked at it that's an issue he said.

Chairman Proulx said she didn't know if she agreed with that because the issue with the transmission is what came before them but if they find other things that were wrong with it she would have jumped up and down if they didn't fix it while it was there. That's what they're supposed to be doing she said.

Mr. Vachon said some of these things it didn't take that shop to tell us they were bad. He said if tires was all it needed he wouldn't need them to come to him but if you tell him it's \$8,000 worth of work and then you add \$1,200 worth of tires, a \$750 hub...

Mr. Capello said he would take that responsibility because that's all routine stuff they wouldn't come to the board for.

Mr. Vachon said it might be routine but when you come with an extensive repair that was \$8,000 out of \$13,000 there were \$5,000 worth of extras. Oops he said.

Mr. Capello asked the board what they wanted him to do.

Mr. Vachon said if they are bringing a truck to them that needs repairs he would like to know

everything that needs to be done to it. He said if it's too much work including the major work they may not want to put that much money into it.

Chairman Proulx asked if the labor cost was at the Town's labor cost that they just track or if it was sent out.

Mr. Capello said the work on the International was at DiPrizio's labor rate.

Mr. Staples asked if that was something the Town mechanic could have done.

Mr. Capello said not the transmission but he could have done some of the other stuff. He asked if DiPrizio's has it all ripped apart why they would have them put it back together, bring it back here and then take it all apart again.

Mr. Vachon said he would just like to have known upfront there was \$5,000 worth of more work to do. There may come a time where it may not be a truck we want to keep dumping money into he said.

Chairman Proulx said if it was beyond the scope of that particular truck being worth being on the road she hoped somebody would say that prior to.

Mr. Capello said most of the vehicles are part a 30 year fleet and they are going to have these things and the next time they bring something major to the board they will make sure that it includes every possible scenario.

Chairman Proulx said the board had asked for the dept. head to attend the meeting when a major repair or replacement is requested so they can ask them any questions at that time.

g). Transfer Station -Mr. Staples said previously he asked about the CRT glass from TV's and how it should be handled and it was brought to his attention by an upset resident that it was getting crushed in the demo. He said Mr. Capello said he was going to message Tara at NH Dept. of Environmental Services to make sure they were okay doing that and he never heard back.

Mr. Capello said he thought he did e-mail her and he would find out.

Mr. Staples said it is not supposed to go in a landfill and it is just getting crushed up because Waste Management doesn't care and they will bury anything. But DES says that doesn't go in a landfill-end of story. I would hate to see (Transfer Station Supervisor) Pete (Spencer) get in trouble it's his license he said.

12). Non-Public Session A:

Motion: (Johnson, second Dickie) to enter non-public Session under RSA 91-A: 3 II (a, c) Compensation of a Public Employee, Reputation passed 5-0 by a roll call vote (Proulx, Johnson, Dickie, Vachon, Staples-aye) at 7:37 p.m.

Motion: (Johnson, second Vachon) to come out of non-public session passed 5-0 at 7:47 p.m.

13). Next Meeting: Monday, November 22, 2021

14). Adjournment:

Motion: (Vachon, second Staples) to adjourn the meeting passed 5-0 at 7:47 p.m.

Respectively submitted

Kathleen Magoon

Recording Secretary

Paula Proulx, Chairman

Neil Johnson, Vice Chairman

Ken Dickie

Gerry Vachon

Doug Staples