

Town of Farmington
Board of Selectmen Public Meeting Minutes
Monday, May 9, 2022
Selectmen's Chambers
356 Main Street

Board Members Present:

Ken Dickie, Chairman
Gerry Vachon, Vice Chairman
Doug Staples
Penny Morin
Charlie King

Others Present:

Mike Farrell, Interim Town Administrator
Scott Orlando, Police Captain
Jim Horgan, State Representative
Becky Dickie, Town Clerk/Tax Collector
Gary Rogers, DPW Director
Chuck Tiffany, Water Dept. Supervisor
Josif Bicja, PE, Hoyle Tanner & Assoc.
Bill Fisher, Con Com Chairman
Blanche Tanner
Keith Pratt, Underwood Engineers

1). Call to Order:

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

2). Pledge of Allegiance:

All present stood for the Pledge of Allegiance.

3). Public Comment:

Resident Blanche Tanner said she realized that the agenda is very full tonight with a lot of important topics so she would wait to make her comments at the end of the meeting or at next week's meeting.

Chairman Dickie thanked Executive Secretary Kellie Voss, Rec. Dept. Director Erica Rogers and Rec. Dept. Asst. Director Erica Dickie-Yelle for their help with organizing the retirement ceremony for Police Chief Jay Drury held at the Town Hall on Friday and Robert Hall for recording the event for community TV. They did an outstanding job and everything went well he said.

4). Land Donation Discussion:

Conservation Commission Chairman Bill Fisher said a couple of weeks ago he met with Planning Director Kyle Pimental, Assessing Clerk Kelly Heon, Sheryl Harper who is donating the land on behalf of Bruce Cartwright and Southeast Land Trust (SELT) Executive Director Brian Hart to discuss this and figure out what actions they need to take. He said the property is 367.58 acres in size consisting of Map R60, Lot 18 which is 210.31 acres, Map R60, Lot 17 which is 123.68

acres and Map R49, Lot 58 which is 33.59 acres and gives them more of the Cocheco River. He said they already have 18 acres in conservation at the top of the map in the north corner which has been in conservation for many years but he wasn't sure for how long.

Mr. Fisher said the land has been logged and will be ugly for the first few years and then it will be really nice. He said it should be easy to put in trails and that is the main point of donating it to the Town as Bruce Cartwright used to like to walk the land and hunt there while growing up and he wanted it donated to the Town with the provision that trails be put in so people could enjoy it.

He said he would like to do something like they did with the McCarthy Trail behind the Public Safety Building and make it kid friendly, family friendly and put in picnic tables and parking lots. He said he was thinking of having 2 parking lots one off Spring Street and one off of Bay Road. He said they found out some of the lots along Bay Road are part of this parcel but they have been subdivided off for housing and the houses are empty and they could sell them. He said Ms. Harper is fine with that if the money from the sale of the lots is used to put in trails.

Mr. King asked how many lots there are.

Mr. Fisher said he did not know and this is still in the preliminary stages and they are still looking into all the paperwork on it. He said a title search needs to be done and it might have to be surveyed to figure out what the boundaries are. He said Mrs. Heon found that surveys were done on all the parcels not too long ago and the one off of Bay Road was the New Dam housing project and that has been surveyed and the boundaries have been clearly marked plus it's been logged so they know where the boundaries are.

He said the land off of Spring Street has been surveyed so they shouldn't have to do that again as they are still valid.

He said a gentleman who was involved with the New Dam project owned the land with Mr. Cartwright and he is willing to give up his share of the land off of Bay Road for \$1 and a piece of land that was owned by Mr. Cartwright off of Rt. 11 and that is in process now with the lawyers. Mr. Fisher said they would like to do a walk-through of the land with the people that logged it and take a look at the land. He said SELT was interested in it but they only gave us 2 options- one would be the Town owns the land and SELT owns the conservation easement and if that happens the Town is responsible for putting in all the trails, parking lots and improvements. He said the other option is SELT owns the land and the Town owns the easement and they are responsible for getting backers to put in the trails and the improvements. SELT hasn't bought into taking on this project as they still have a 700 acre project and another 500 acre project up north and they don't know if they can handle this one right now. I think we should own the land and the easement so if we sell the lots we can use that money for the improvements plus if we want to do something else with that land as long as it's not sports fields or trails for motorized vehicles Ms. Harper is on board with what we need to do with the land to preserve it he said. He said one suggestion was it could be a possible location for a new Town well which wouldn't

disturb the land that much. He said he also sees having a handicapped fishing access and pointed out the pond on the north corner of the map that might be a good place for trout fishing. He said there could be a lot of good uses there for the town and it could be a destination spot like Milton did with their hiking trails that could bring some people into town that would patronize Farmington businesses.

Mr. Fisher said there are organizations out there but he hasn't contacted them yet because he doesn't know exactly what they are going to do yet to put in trails. He said the Boy scouts do orienteering and they may be able to put in small trails and we have plenty of placards that could be nailed to the trees and make all kinds of trails.

He said the parking lot wouldn't be too hard to do. He gave the example of the French property conservation area where the parking lot is a flat grassy, rocky area and people park in there all the time. He said the Town Forest has a very small parking lot and he would like this property to have a parking lot bigger than that one where he can barely turn his truck around.

Mr. Fisher said that the Planning Dept. feels that the Con Com could not take on this task but they do have forester who has helped them a lot with the other conservation properties so that hasn't been a problem. I think we can do it but it will take some more volunteers which we need desperately he said.

Mr. King said if they can get an idea of which lots come with it for potential residential sales that could be part of a package and somebody could assign a rough value to that and that money could go into a fund to fund the improvements. He said he was in favor of the Town owning it and at any time in the future the Town could transfer the easement to an organization such as SELT or Moose Mountain Regional Greenways and we don't have to do that initially.

He said they could accept the land as a donation with reasonable conditions in simple plain English, have the Town attorney work on it, get estimates on the potential revenues and get volunteers to put together a basic plan. We need to accept it graciously and do with it what her wishes are and if we are able to reserve potential water rights for a well if we need one in the future there's 300 acres here that lies in the same aquifer. I'm not sure if Emery & Garrett did any testing in this area or if there is any geological data but I wouldn't want to rule it out unless it's a deal breaker. If we could get a (water) supply on this end of town it takes the load off of our southern supply he said.

Mr. Fisher said Ms. Harper is also sending a letter to the Town with what the family's wishes are for the use of the land and so far that has been naming it the Bruce Cartwright Trails and putting in walking trails for families and no sports fields. He said she liked the idea of a handicapped fishing area, putting up kiosks, parking lots and picnic tables and making it kid friendly and other than that it's pretty much an open book with what we do with it as long as it's legal. He said he also plans to bring this to the next Con Com meeting and see what they would like to do with it.

Mr. King asked if the land would be gifted to the Town of Farmington or to the Con Com. Mr. Fisher said it would be given to the Town of Farmington. Mr. King said the Selectmen would have to sign off on whatever the plan is going forward. Mr. Fisher said it would be like what they have done with other lands such as the French conservation area and the Town Forest where the Town owns the land and the Con Com oversees the maintenance along with the forester but the Town has the final say-so. He added that he received a call from the Police Dept. informing him that somebody dumped trash at the Town Forest and he went to look at it and found 5 bags of garbage, broken lamps, furniture and an aluminum rim. He said before he came back to pick it all up somebody took the aluminum rim and left the rest of the garbage. He said last week it was mentioned that the Con Com held a town cleanup and they collected 780 lbs. of trash with 21 people and then another family cleaned Cocheco Road on Sunday. Mr. Staples said there was another 220 lbs. of trash on that pick up. Mr. Fisher said they would like to do another cleanup at the end of summer/first part of fall. Selectmen thanked Mr. Fisher for all his hard work for the town.

5). Wells #4 & #5:

Water Dept. Supervisor Chuck Tiffany introduced Underwood Engineers PE Keith Pratt to the board and said they came before the board to discuss the pilot test proposal to see if it's feasible to get the color, manganese and iron out of wells #4 and #5. He said James Emery of Emery & Garrett Groundwater Investigations couldn't attend this meeting because he is in England.

Mr. Pratt said Underwood Engineers is doing a lot of the water treatment side of things for GZA/EGGI so they are running the pilot and the engineering evaluation and they do the source development. He said this is in follow-up to the work pending authorization once the grant is finalized for the planning to look at alternative evaluations for the various water supply options from onsite treatment to potential connection to Rochester so you have a basis for going forward on good solutions.

He said that's already in the works and what the board has in front of them is Mr. Emery's April 22 letter with the proposal for the pilot portion of the work. He said the pilot portion deals with the well site particularly to look at removing the iron, manganese and the natural organic matter and the bulk of the work includes the field work, setting up the trailer, doing 2 weeks of trials to look at various mediums from carbons to resins to see if they can effectively and efficiently remove the iron, manganese and natural organic matter.

Mr. Pratt said he brought some photos of the unit to give the board a sense of what they are talking about. He said it is a 16' x 8' trailer that comes on-site and Mr. Tiffany will work with the guys to make sure the water is provided and to deal with the waste streams. He said the unit is self-contained and all the work is done in there, they provide their own chemicals and the Town needs to provide the power and water sources and it will be there for 2 weeks.

He said the photos provided a look inside at the green sand media and they are looking at some ionic exchange resins that are on the second page of the handout and there will be a second set of columns. The ionic exchange resins would work to try to deal with the natural organic matter which will be a process downstream of the green sand and they would look at removing the iron and manganese and then put it through the resin he said.

Mr. Pratt said there has been some talk about whether to go to filtration or direct filtration at the surface water treatment plant and they may develop some costs for that but their view is to see if these work first because they are the lowest cost and more cost effective options for the town. He said there has been some success with this in other areas so the pilot is going to focus on that because if they have to get into filtration plants it's a much more sophisticated facility. He said he was here to help go through the scope of work or answer questions on the scope and the fee for the scope of services is \$51,000 and that is close to what was targeted. He said if this is authorized they will work to schedule these guys as soon as they can but it probably won't be for a couple of months before they see them out there maybe a little longer.

Mr. King said the first system they are going to try is the Greensand and then they are also going to test the ion exchange and asked if they have any historical data on what the cost per gallon would be on these two types of treatment.

Mr. Pratt said they have historical data on what these things would typically be or ranges on what they might be and it all depends on the surface loading rates they can apply here that work so they would be fine tuning the process for Farmington's water and water quality. He said more importantly they are actually trying to make sure it works. You will get costs from us on not only the cost to build but the cost to operate he said.

He said when they do those costs they are not only giving the capital costs but they also establish what it would be if it was operating for 20 years. He said some things might be more costly up front but they are going to be cheaper to run so you can have a 20 year evaluation to determine the monetary side of things.

Mrs. Morin asked if someone would be on site for those 2 weeks that they're testing.

Mr. Pratt said the trials would be run during the day 5 days a week and there will be a person there and then there would be a weekend trial to see more of the surface loading rate and longevity. It's a 2 week trial and there will be people there except for the weekend he said.

Mr. Tiffany asked if they would take care of the Dept. of Environmental Services' discharge permits.

Mr. Pratt said they would work with him on the permitting and the approvals and Mr. Tiffany would help them with the physical connections and locations.

Mr. Dickie asked if at the end of the 2 weeks they would know the results.

Mr. Pratt said they would have an indication when the pilot is done but Blue Leaf (specialty consultant for treatability evaluations) will go back and crunch the data.

Mr. Dickie said they are not going to do all that on site and are just going to do the testing and

then go back and analyze the data and come back to the board at a subsequent meeting.

Mr. Pratt said that is correct. He said he wouldn't count on having the pilot findings done right after they pull the trailer off and it will be some time after that.

Mr. Tiffany asked how long that usually takes.

Mr. Pratt said that depends on their backup and they will get a pilot report from Blue Leaf and they will then look at how that impacts the various alternatives and start looking at the costs. He said they can give them some indication right away that it worked but the final costs and the recommendations may take a little bit longer.

Mrs. Morin asked if this would come out of the American Rescue Plan Act (ARPA) funds.

Mr. Tiffany said that was what was discussed.

Mr. Dickie asked if they were looking for the board to approve the proposal.

Mr. Pratt said they were looking for the board to authorize the \$51,000 scope of work and when Mr. Emery gets back he would sign it and get it to the board for signatures.

Mr. Vachon asked if this was already figured out of the ARPA funds.

Mrs. Morin noted that they also froze those funds.

Mr. King said they froze it for new purchase orders.

Mr. Dickie said he was pretty sure there was a line already in there for this.

Motion: (Morin, second King) that we move forward with the project contingent upon it coming out of the ARPA funds passed 5-0.

Mr. Pratt said one other thing before the board was the "no thank you" letter to NH DES regarding an ARPA funds grant that needs action from the board. He said it was a suggested letter they put together for the board to say thanks on this round we'll be back and they are basically saying they are not prepared to accept the conditions and the timing of this grant.

Motion: (King, second Vachon) to approve the draft letter passed 5-0.

Mr. Vachon asked if they have discussed when they are going to start work.

Mr. Pratt said now that the board has authorized it he will get it penciled in with Blue Leaf so they would be available as soon as possible but it would probably be a couple of months out. He said he would take care of the no thank you letter and for the contract they would sign it and get it to Mr. Tiffany to go through the channels it needs to go through. I'm going to make that call and tell them its coming and see what I can get for a schedule on it he said.

6). Hoyle Tanner/Bridge Funding:

Mr. Dickie said the reason they invited Hoyle Tanner & Assoc. PE Josif Bicja tonight was he had the opportunity to meet with our State Rep. and he was notified that we should at least have our applications ready to submit and push to do what they could to be shovel ready because he is pushing to try to get us on this funding working with the NH Dept. of Transportation. He said after hearing those words he wanted to get Mr. Bicja in here and get going on that process.

Mr. Bicja asked if he indicated that the applications are ready because it is his understanding that they are still working on drafting the applications, finalizing them and there is nothing that

he knew of that has been published. He said there is an old process that used to be defined but the process is going to change going forward and he could call (NH DOT P.E.) C. R. Willeke and get the details of that and asked if they had already done that.

State Rep Jim Horgan said the only person he communicated with was (NH DOT Director of Project Development) Bill Cass and that was via e-mail. He said there is \$133,000 out there that would require an application and it's going to be an 80%/20% match. He said he is trying to get money without a catch and they started out with \$154 million for infrastructure funds that was supposed to be used for the state not the municipalities and he didn't know where that money went. He said then the infrastructure money was expanded to include the municipalities and the latest number he got was the \$133,000 coming to Farmington and the \$66 million is supposed to go to the State Bridge Aid and whether that would come out in the Bridge Aid program they closed in 2017 he didn't know but it is supposed to come this way not necessarily to Farmington but to the municipalities.

He said Farmington has 4 bridges on the state's red list and 9 bridges that need to be repaired at a total of approx. \$8 million and was just trying to find the money. Based on what I got from the Vice Chair of the Finance Committee we want to have an application ready to go for whatever avenue the money comes to us he said.

Mr. Bicja said he was a little bit confused with the details Mr. Horgan shared about the \$66 million.

Mr. Horgan said it is a new number he just got 3 days ago and he hasn't had a chance to look into it but it's coming from the Vice Chair of the House Finance Committee.

Mr. Bicja said that is accurate but he understood that money is already accounted for on the projects on the State Bridge Aid program not for new projects. He said that money is already figured as to who is going to get it.

Rep. Horgan said that is possible and he is still looking into it.

Mr. Bicja said the issue in Farmington is that the 4 red listed bridges are not on the State Bridge Aid program.

Mr. Horgan said according to Mr. Cass the program was shut down in 2017 and at that time we had no applications in and we had nothing pending. He said he didn't know if the program is going to re-open and the last thing he told him was the State Bridge Aid program may not open until 2026 -2027 or maybe in 2025 but not anytime soon. But there is money out there and people are getting it so there has to be a way for us to get some. It's my understanding if we don't have an application and we're not ready to go we don't have a prayer he said.

Mr. Bicja said the issue is there is no application to fill out because the program has been closed for 5 years now. He said the application that was used back then is no longer valid because they're going to re-do the program and they're going to require new paperwork and new documents whenever the program opens back up.

Mr. Horgan said we need to get our foot in the door for whatever the DOT requests for us to do

to get money from them and he is just trying to get ahead of it. He said asked Mr. Bicja to do whatever he can and he will go back to the DOT and see what he can find out.

Mr. King said Mr. Horgan referred to \$133,000 that requires a 20% match from the Town and that's new money and asked Mr. Bicja if he was aware of anything like that.

Mr. Bicja said he didn't know what the \$133,000 is and that is like pocket change for they need.

Mr. Horgan said the Vice Chair said was that was approved within the last 2 weeks and he didn't know how the money was going to come to us.

Mr. King asked if the money would come through the DOT or some other branch.

Mr. Horgan said he was assuming it would be the DOT but there's no guarantee and it has to come through a bridge aid program of some sort.

Mr. Bicja suggested they schedule a meeting with the DOT and noted that DPW Director Gary Rogers already contacted C.R. Willeke not too long ago and he received an e-mail from Mr. Willeke asking for the report they did and they are looking into that. He said he understood Mr. Willeke and Mr. Cass were going to come here on April 25 and asked if they had that meeting. Mr. Dickie said he wasn't here and he thought they never showed up.

Mr. Bicja suggested they schedule that meeting and that he thought they would be happy to come here and talk to them and then they can figure out what to do. My understanding is all the funding they have is already accounted for and is already used for the projects that were already in the program. They are actually providing 100% funding for construction of 23 projects in the state and you are not in the program he said.

Mr. Horgan said we need to get into the program and we have 9 bridges that need repairs so whatever it takes we need to rattle their cages and find a way to get some money. We're low on the Totem Pole and we need to start making some noise he said.

Mr. King asked what prevents them from taking the previous application and filling it out and dropping it on DOT's desk.

Mr. Bicja said they could do that but it wouldn't do anything because the program is closed.

Mr. King said it's closed until they open it.

Mr. Rogers said they did that in 2017 and they tried to squeak it in there and they kicked it back because it wasn't on time. He said if they submit it they are just going to kick it back to us.

Mr. Bicja said he could fill them out and send them in but he guaranteed that nothing is going to happen with it because they have been told they are going to issue a new application when the program opens back up.

Mr. Horgan said but they didn't tell him when the program was going to open up.

Mr. Bicja said they have been telling them for the past 3 years that it will open next fall, next spring and it still hasn't opened up.

Mr. Dickie asked if they schedule a meeting with the DOT if Mr. Bicja could be here and have the applications with him so they can hand them to them face-to-face and he needs to rattle cages to help us out.

Mr. Bicja said he could be here and he would be happy to do that but he also knows that nothing is going to happen with those applications.

Mr. Dickie said if they can crack the door open we're much further ahead.

Mr. King said they need to turn up the heat and make some phone calls and maybe we can make something happen. I know you said \$133,000 is "chump change" for our problem but that's \$133,000 closer than what we were last week he said.

He asked where 9 bridges in a small town like Farmington puts us for bridges per town and it must be pretty high.

Mr. Bicja said they have those figures in the previous letter he wrote for the Town. He asked who coordinated with the DOT for the meeting on April 25.

Mr. Rogers said it wasn't him and that he met with them on site before that to look at all the bridges and he didn't know they were coming on the 25th.

Mr. Dickie said he had confirmation that he was coming April 25.

Mr. King asked Mr. Rogers when he met with them for the bridge inspections and what was the gist of the conversation.

Mr. Rogers said it was in March of this year and it was to get the big picture on what we need to do to and why and how they regulate our bridges. He said they were adamant about us keeping in mind that just because it's a red listed bridge it's not a bad bridge. It's done on a point system so it can be anything that pushes it over that threshold that puts it on the red list so it could just be maintenance that we need to continue to do and to put some more money towards maintaining them to get them knocked off the red list he said.

Mr. Dickie asked Mr. Farrell to contact Mr. Cass and Mr. Willeke to see if he can set up a meeting with them at a Selectmen's meeting or at a special meeting if necessary.

Mr. Bicja asked to be informed of the meeting date so he can bring the applications.

Rep. Horgan said they have to get ready to do battle. He said we have been neglected for the last 12 years and \$8 million to fix 9 bridges compared to the money that's getting thrown around this state is a drop in the bucket.

Mrs. Morin added and that \$8 million is just going to keep going up with the cost of everything so we need to get moving.

Mr. Bicja said the last time he was here Mr. King asked if they could do 2 side-by-side box culverts on Hornetown Road so he looked at the flow and the drainage area is 5 sq. miles and the flow that goes through there is about 1,000 cubic ft. per second for a 50 year event and a 100 year event is 1,200 cubic ft. per second. He said they could definitely do 2 side-by-side boxes at 15 ft. each and that he did some rough numbers and showed Mr. King an example of what it would probably look like with a similar project in another town.

Mr. King asked for the rough costs for that project.

Mr. Bicja said that 2 years ago the cost was \$464,000 just for the construction and he didn't recall the numbers for the permitting and engineering. He said this was 2 boxes side-by-side

that were 15 ft. each and it is all pre-cast. He said they have to go to the site, excavate, prepare the sub-base, de-water and then drop it in.

Mr. King asked if he thought with the engineering it would be below \$750,000.

Mr. Bicja said that was 2 years ago and we've seen a lot of inflation so that \$464,000 may be more and it was a local contractor who did that work.

Mr. King said if these are going to be set structures they need to have a solid construction firm to set them right and engineering plans to go by. He asked if the surface on top of the set structure is cement.

Mr. Bicja said they overlaid a concrete layer that was 3" minimum at the curb and 9" on the crown and then paved over it.

Mr. King asked if he thought that was a better option than going with a steel span and all new headwalls.

Mr. Bicja said they have to look at the costs and decide. He said if they go with a full span they can probably build most of the abutments on the dry and just remove the old structure and span over it. With this one you're going to require more excavation, more de-watering and more cofferdams he said.

Mr. King said they had a cost of \$1.1 million for that bridge.

Mr. Vachon said it was \$1.2 million plus \$250,000 for the engineering and that the cost has probably gone up because the price of steel has gone up again.

Mr. Bicja confirmed it was \$1.2 million for the construction but the engineering was \$150,000.

Mr. King asked if Mr. Bicja could put an estimated construction and engineering cost on the 2 box culverts and that could give them an alternative option and a comparison to the steel span.

Mr. Bicja said yes but there would be a center wall where debris could get trapped.

Mr. King said the current opening is not that big right now.

Mr. Bicja said the opening is 18 ft.

Mr. King said the boxes are 15 ft. each and is quite a bit more potential flow than what we have out there currently.

Mr. Bicja said that project had some poor soils so they had 2 options-either to do 2 side-by-side separate boxes or combine them into one. He said the contractor elected to cast them together as one unit so even though it looks like 2 boxes it's actually one unit with a center wall. They are very heavy pieces because now you are talking 30 ft. of concrete (approx. 34 tons) and they had a large crane when they installed it. He then asked to be notified when the meeting with DOT will take place, thanked the board and left the meeting.

7). DPW Discussion:

Summer Projects-Mr. Dickie said they would like to see what projects are coming this summer.

Mr. Rogers said they plan on paving the second half of Bay Road so they are working on getting it ditched and cleaned up before they put the pavement down. He said they are going to be crack sealing on Chestnut Hill Road, Cocheco Road and Meetinghouse Hill Road and they have

sidewalk projects they plan on doing.

Mrs. Morin asked for the locations of the sidewalk projects.

Mr. Rogers said it depends because sometimes there is a Water Dept. project that will affect a sidewalk and they will come in and do what needs to be done there. He said there are many sidewalks in town that need to be fixed so he tries to pick the worst case scenario and sometimes that gets interrupted by something like under drains failing where the sidewalks had to be ripped up and that changed their plans around. He said he planned to finish Pleasant Street and then move on to School Street which has a narrow sidewalk and is in rough shape. He said he does not have a specific list and he has tried to do that in the past and it just doesn't work. He said everything changes all the time including the budgets and then something major happens and they have to change their plans.

Mrs. Morin asked if he starts out the summer with a plan of attack.

Mr. Rogers said he doesn't have a specific list for what the DPW is going to do but has his own notes on a plan and he still has a 10 year tentative plan for paving but he is nowhere near where he wanted to be because everything changes. He said he has a list of what has been done which gets added to that so they can keep moving forward from there.

He said he tries to get the roads they're going to pave ditched and the culverts, headwalls and cross culverts fixed and cleaned up so they can pave it and not have to get back on that road with new pavement. He said then they ditch the dirt roads and try to do them every other year and then they're back to grading and ditching.

He said they have other projects around the town like the failing culvert on Grove Street that was temporarily fixed last winter and that's a project that's fairly big.

Mr. King said he mentioned a 10 year plan and asked when that was developed.

Mr. Rogers said it was developed when he started which was in 2018.

Mr. King asked if the plan has been reviewed to adjust any priorities or if he feels the sequence of priorities is still good but they're just not on schedule.

Mr. Rogers said that is correct.

Mr. King said he would like to see that plan and see where we are at and the only paving planned is for Bay Road.

Mr. Rogers said that is a complete paving job including reclaim the base and the top.

Mr. King asked if there are any other small paving projects planned.

Mr. Rogers said they plan to fix the hole in the road abutting the municipal office building parking lot. He said they are going to cut it out square, base it and then cover it from Main Street to the end of the parking lot.

Mr. King said so there are misc. repairs, paving Bay Road, crack sealing 3 roads and sidewalk projects.

Mr. Rogers said those are the major projects and the paving one is major to them because of the prep work. He said the crack sealing is not labor intensive and it will be sent out to bid.

Mr. King asked if the sidewalks were both in-house and outside contractor projects.

Mr. Rogers said the last few years the DPW has been doing them because they were asking for a soup to nuts type RFP to be put out and they are not getting any bites on it because a lot of people don't want to do the site work, the curbing and the placement of the concrete and finish. He said most of them want to stay away from the curbing so if he itemizes it and sends it out they might have better luck. We have a budget for sidewalks and this year it is about \$20,000 he said.

Mr. King asked if he thinks that is enough money to get those projects done.

Mr. Rogers said if they do it in-house potentially yes and they would probably only get Pleasant Street done if they put it out to bid.

Mr. King asked if in past years he typically comes up with a plan and the board has nodded their heads and said go ahead with it.

Mr. Rogers said he has never sat down with the board and he always went to the **Town Administrator** and explained to him what he was doing that year and asked what else he wanted from him.

Mr. King said right now the situation is a little different because we have a temporary TA. He said he would like to see the 10 year plan showing where we are at and the priorities for the next few years and what he planned to get done this summer on a calendar.

Dodge Cross Rd. Mr. King said last week when Mr. Rogers was on vacation a discussion on Dodge Cross Road came up. He said someone said the previous board decided to have the asphalt taken up and he looked at it and it looks like it needs repair but he didn't see any need to rip it up. We just have a part time TA so I think it's reasonable to have you present that to us, we say yes with a timeline of what you think you're going to get done and making sure we have the funds available he said.

He said he has some budgetary concerns with what is going on with the ARPA funds and making sure we stay on task with all the budgets. I want to look at each dept. to make sure we're on track fiscally and project wise he said.

Mr. Dickie said he concurred with Mr. King about Dodge Cross Road and he went over it with a furniture truck and he didn't see it being that bad.

Mr. Rogers said he talked to the last TA about it when he brought it up when they had an issue with Waldron Road when they paved it. He said they explained that you cannot just change a road from dirt to pavement or from pavement to dirt without notifying the residents who live on that road. He said that was the only discussion he had about it with the last TA and the last he knew it was going to be revisited in the spring because they couldn't do anything in the winter. He said it would be nothing to tear it up but he wasn't just going to go tear it up without somebody telling him to go tear it up.

Mr. King said he was under the impression the previous board motioned to do it so he went out there and looked at it and it didn't make any sense to him.

Mrs. Morin said in the Dec. 6, 2021 minutes it says Mr. Rogers was going to visit the site and asked if he found that it needed to be redone at all.

Mr. Rogers said sometimes there is quite a hole there and they would put gravel in there.

Mr. King said so there are some holes that are not currently showing because they have gravel in them. He said he saw a pothole here and there but he didn't see any gaping holes that the resident referred to.

Mr. Rogers said he didn't think it would do any damage to anybody's vehicle but agreed it's annoying and during the winter months when it rains and a little bit thaws out on the top it gets splashed away. He said during the winter months they would fill any major hole in that situation with gravel. All the sand and stuff we put down sometimes you can't even see it and eventually it fills itself in he said.

He said it's an easy fix and there is not that much traffic on the road. He said they put cold patch in it several times and comes right out because the road is so broke up.

Mr. King asked if typically at this time of year they would be using cold patch.

Mr. Rogers said no and this time of year they use hot top.

Mrs. Morin said one of the resident's concerns was that people are driving on the opposite side of the road to avoid the potholes and sometimes it's a safety hazard.

Mr. Rogers said it could happen and he was sure they do go around it. He said if they know about it or if he sees it they will fix it.

Mr. King asked if he has been out there this spring.

Mr. Rogers said yes and they just graded that road.

Mr. King said it looked good but there are some drainage easements as you go up the hill on the right hand side that were part of a subdivision plan about 10 or 12 years ago and we're not using any of them.

Mr. Roger said they are using them.

Mr. Staples said there are 3 of them on the left hand side and there is nothing on the right side.

Mr. King said he will ask Norway Plains Surveyor Randy Tetreault about it again as he thought there were some on the other side and if there is he will send the information to Mr. Rogers.

Mr. Rogers said they clean out the ones on the left every year and they put up a silt fence because they were getting so much silt down there it was affecting the neighbor's property.

Mr. Farrell said to follow up from last week's meeting Mr. Puccia is under the impression that the board authorized the resurfacing of that road. He said he has been in here several times and he expects that road to be fixed or dug up but it's clear by the minutes that the board did not authorize that and just authorized reviewing it in the spring period.

Mr. King said it sounds like Mr. Rogers has been out there but it might need a little more detailed review saying this is what they are going to fix out there this year when they get to it.

Mr. Farrell said if at all.

Mr. King said there are a few small potholes that might need to be addressed because there's

no sense in saying they filled these 2 and the next time they have a heavy rain event the ones that are filled with gravel just pound out and then they have a hole again. If we're going out there it makes sense to discover what should be fixed and determine what they are going to do and this is how long it will take. If he comes back with that plan and the board agrees we can make that motion and clarify what the Town is going to do he said.

Mr. Rogers said the ideal thing to do would be to take where it really starts to get bad and take that short piece out where it stops being pavement. He said you still want to leave an apron there anyway and you don't want to go all the way out to Chestnut Hill Road.

Mr. King said if he comes up with a plan the board could solidify that, notice it and notify the abutters on the road they are going to talk about it at this meeting and make a decision and a work plan for this year.

Summer Schedule -Mrs. Morin asked if they wanted to talk about the 4 day work week.

Mr. Dickie said he was on vacation when this issue came up.

Mr. King said the board approved the 4 day work week and discussing it with Mr. Dickie he asked if this is typically what it was and it sounded like it might have been different the previous couple of years.

Mr. Dickie said last year when it came up he didn't recall if Mr. Rogers came before the board or not and the former TA pitched it to the board.

Mr. Rogers said last year they reviewed it and they didn't like the way it was written up so they chose not to go with definitely deciding it's 4-10's (4 ten hour days a week) all the time and they would just leave it up to him to say the guys can do 4-10's this week with this project pending the weather.

Mr. Dickie said he recalled that any special extenuating circumstance like if he had a straight week of good weather where they would be grading roads and they would go 4-10's with that crew or if someone was coming in to sweep the streets and they needed someone there for 10 hours to make sure the sand was being unloaded, etc.

Mr. Staples gave a copy of the meeting minutes with that discussion to Mr. Dickie.

Mr. King asked if Mr. Rogers proposed that the board approve straight 4-10's all summer (4 ten hour days in row and not split up).

Mr. Rogers said he didn't present it the union steward presented it. He said the steward submitted the letter requesting the 4-10's to the TA and the TA submitted it to the board and it has to be presented before the first week in May.

He said they have tried doing it in the past for many years and it's never been approved while he has been here and in 2016 it was but it was always discussed that there had to be somebody here 5 days a week and the crew is too small because there are always people gone and it would spread them out way too thin to do that and have somebody here 5 days a week. He said he was not against it has to be 4-10's not splitting the crew up because he would be losing guys to days off. He said 50% of the total crew is allowed to take vacation so of the 9 person crew 4

of them can take the day off.

Mr. King said not for the whole summer and they don't have 10 weeks of vacation so that would be some of the time.

Mr. Rogers said if they do that and split his crew up within that week it cuts that down even more. He said if he had half of his crew out on Friday because they're working Tues. to Fri. 4-10's and the other half is doing Mon. to Thurs. that leaves him short Mon. to Fri.

Mr. King asked how it was different last year. He said it sounded like he set the schedule whether it was 5 days or 4 days depending on the weather or projects and that was what he was led to believe by the minutes.

Mr. Rogers said they didn't do it last year and he can't do it that way. He said they have to have a week's notice to change their schedule and he can't predict the weather especially where we live in New England and if you wait 5 minutes the weather will change.

Mr. King said he is saying that's what was motioned last year but they worked 5 days all summer.

Mr. Rogers said yes and maybe they did 4-10's one week when they were doing catch basins but he didn't recall. He said it is very rare because he can't predict the weather out that far.

Mrs. Morin said even doing 4-10's they can still take the day off and he still would miss 50% of his crew on a Thurs.

Mr. Rogers said he was adding everything that thins out the crew and splitting it up that week is just adding to that. He said with call outs, vacation and 2 personal days they get quite a bit of time off.

Mrs. Morin said so 4 days a week is actually harder for him.

Mr. Rogers said 4-10's are fine but splitting up the crew and having people here 5 days a week is what makes it harder. He said the union proposes the same thing (4-10's) every year and he is just proposing to the board to make it either 4-10's Mon.-Thurs. or 5-8's Mon-Fri. not a split week.

Mr. Vachon said he was also absent from that meeting and he would prefer to see 5 eight hour days because of the small crew and the weather. He said if you go by man hours you are going to lose a lot of man hours' worth of work on 4-10's with a short crew and rain and that Fri. can help achieve projects with a short crew.

Mr. Rogers said they have plenty of stuff they can do in the rain and they still work in the rain. He said the best time to ditch is in the rain because they can see the water and they move sand all the time when it rains because they have to get it from the pit to the dump and there is tons of stuff can do in the rain they don't just stop working.

Mr. Dickie said from a scheduling standpoint it's easier one way or the other.

Mrs. Morin asked if they want to see how it goes.

Mr. Staples said they already gave it to them and they can see how it goes and all they need to do is give them a 1 week notice to change it back. He said if we are having a real wet year or

stuff isn't getting done they have the choice to change it back. We already gave it to them and to yank it out from underneath them without even trying it-Pike is hiring, everybody else is hiring and we're already shorthanded. They'd be gone I know I would be he said.

Mr. Rogers said he never had the experience to do this with these guys at 10 hours a day other than a few weeks here and there at his discretion so he couldn't honestly tell them if it's going to work out with what they do and the individuals they have.

Mr. King said this would be new as far as Mr. Rogers managing it for 4 days and asked what his schedule would be.

Mr. Rogers said his schedule would be the same as theirs. He said he did some research and found out that from 2016 to 2017 the difference in overtime was \$900.

Mr. King asked if he meant for total overtime or for overtime dedicated to issues on Friday.

Mr. Rogers said overtime dedicated to issues during the 4-10's-the added overtime.

Mrs. Morin asked Mr. Rogers to keep the board apprised of how it's working out.

Mr. Rogers said he didn't want to do it if it's not going to work but he couldn't tell them if it's going to work or not.

Mr. Dickie said they need to know sooner than later.

Mr. King said a minimum of a month would be reasonable and he should know if it's working in a month and that would give him a mix of the weather.

Mr. Dickie asked Mr. Rogers to come back this time in June and let them know how it's working.

Staffing Issues-Mr. Farrell said he and Mr. Rogers were brainstorming today about the lack of people on the crew and what they can do to try to get some more people. He said at the same time that they were thinking about how to handle getting more people they received a resignation letter today so they will be down even more people in 2 weeks.

He said on the brighter side they got a resume for the part time Secretary's position but that's just one person.

He said then they have the issue with the Crew Leader and he worked real well last week while Mr. Rogers was out and he had him stop in a couple days during the week to make sure things were running smoothly and they were. He said upon Mr. Rogers' return everything he had asked him to do was done so he performed quite well. We need to get some bodies into the Public Works Dept. he said.

Mr. King asked where they are listing the open positions.

Mr. Rogers said it's on the Town website and on the DPW website.

Mr. King said they need to add it to the Town's Face book page, on Craig's List, see what the cost is to put it in Foster's Daily Democrat newspaper or Foster's online version and on the community TV Channel 26. He said the way the job market is you can't expect to put a sign in your backyard and think somebody will show up.

Mrs. Morin asked if they use the job hunting sites like Indeed.

Mr. Farrell said it's very expensive and you get a lot of unqualified people applying.

Mr. Vachon said once they submit their resume they can thin through the qualified and unqualified.

Mr. King said to reach out to some of the basic ones and figure what it's going to cost for the ad sites he mentioned and any other ones the board can think of. He said we need to up our game and there is a lot of competition out there for jobs and he had this same conversation at the School Board meeting last week. He said he would be open to spending some money to advertise these positions and asked if anybody has any ideas where they should be advertising. Mrs. Morin said some employees of the school district came up with a flyer that each of them shared on their Face book pages and they got so many inquiries to the job positions they had open.

Mr. King said that is a good idea and they also have a list serve of job openings that goes out and suggested they send the job openings out every 2 weeks until they're filled. He asked if there is a Help Wanted sign at the highway garage.

Mr. Rogers said no.

Mr. Vachon asked if the board received a resignation letter from the DPW Secretary.

Selectmen said no and Mrs. Morin added they didn't know she left it until their last meeting.

Mr. Rogers said she submitted her 2 week notice before leaving sometime in March and it was submitted twice once by e-mail and it got handed in.

Mr. Dickie said the posting for the open position went up on March 29.

Mr. Vachon asked who gave their notice today.

Mr. Rogers said truck driver/laborer John Purington has submitted his resignation.

Mr. King asked how long he had been with the dept.

Mr. Rogers said he came here with minimal experience and has been here less than one year.

Mr. King asked for the current starting pay rate for that position with no experience.

Mr. Rogers said the pay range for the position is \$15-\$17 an hour. He said he didn't agree with that pay range and noted there is a sign at Wendy's saying they start \$18 an hour. People can pretty much write their own ticket right now and that is one of the reasons he's leaving. I wish we could attempt to keep him here he's a decent employee but with the amount of money I don't think it's feasible. I don't think we could match anywhere near that and it would be what I'm making he said.

Mr. King said they need to start looking at the current rates because with inflation and the competitive market it's difficult to bring in people so that will have to be in the mix also.

Mr. Vachon suggested putting the vacant positions on a sign board at the Transfer Station.

Mr. King said there are so many ways of getting information now and some people are only on some of them like Face book, some people aren't, some people watch TV some people don't and some people still read the newspaper and some don't.

Mr. Dickie said he was fine with it if Mr. Rogers wants to interview that person but he would sit back because the board needs to decide where we are at with the budget. He said with

everything going on with the Police and the interim TA if he was Mr. Rogers he would sit on it until he is notified as to the direction this board is going to move.

Mr. King said the Board of Selectmen hires all full time employees and part time employees are hired through the TA and the dept. heads and asked if that is still the way it is done.

Mr. Rogers said for a part time person he would say this is who we interviewed and ask if they would like to meet with them or give him the authorization to hire this person.

Mr. King said when we had a full time TA he would work with him to say I want to hire this person part time and he would okay it because he was allowed to do that by the previous board.

Mr. Rogers said that is correct.

Motion: (King, second Vachon) to require all part time positions to be interviewed and filled by the Board of Selectmen until further notice until we have a full time Town Administrator;

Discussion: Mr. King said it's not fair to Mr. Farrell he is new here and he only works part time and they are ultimately responsible and he shares the same budgetary constraints. He said he is concerned about getting ahead on the ARPA funds, the Police Dept. is a budget issue and other areas to make sure they're on track especially if they have to start moving up the hourly rates. This budget was formed by so many people at this rate and we need to make sure we have a handle on stuff so we can manage the bottom line he said.

Mr. Dickie said they would let Mr. Rogers know one way or the other.

Vote: The motion passed 5-0.

Crew Leader Position- Mr. Rogers asked the person who was already interviewed for the Crew Leader position.

Consensus of the board was this shouldn't be discussed in public as it involves a single person.

Mr. Rogers asked if this is something they plan to make a decision on soon and he didn't want to leave this individual hanging.

Mrs. Morin asked if they planned to discuss this in non-public session tonight.

Mr. King said it can be and he thought they would discuss it tonight.

RFP for Fencing/Hedges- Mrs. Morin asked if they got any responses to the Request for Proposals for the fence or the hedges (at the Rec. Center).

Mr. Rogers said he is still working on the RFP for the fence and asked what she meant by an RFP for the hedges.

Mrs. Morin said they are either going to replace the hedges with a fence...

Mr. Rogers said they would get an RFP for the fence and if they are going to take the hedges out the DPW can do that and it wouldn't take long to do that. He said he was out last week and he does have calls out there and they are including other stuff in town that needs to be repaired to get a better cost and he already has them down for an RFP and he is asking them to add this to it.

Mr. King asked how many bids he thought he would receive.

Mr. Rogers said out of 10 fence companies he got 2 back.

Mr. King said the school district got 3 quotes for the fence around the generator and would send Mr. Rogers their contact information.

Generator- Mr. Dickie asked if Mr. Rogers got his approval on the Cummings contract for the generator.

Mr. Rogers said he hasn't seen the contract and no one gave it back to him signed. He said he sent the contract to Mr. Farrell and copied it to Mr. Dickie and hasn't gotten it back.

Mr. Dickie asked Mr. Farrell to review the Cummings contract and said he thinks there is a line item in the budget for that.

Mr. Rogers said that is for the Public Safety Building and is the routine maintenance for their new generator and it's actually a pretty good deal because it's low cost and they do the service on it and monitor all the fluids. He said they will take samples and look at it to see if it's running the way it should be running and make sure there are no issues. The contract doesn't expire until later on but the company is trying to get us in now while the prices are low for their service he said.

Mr. King asked if this is a multi-year contract.

Mr. Rogers said it is a 3 year contract.

Mr. Dickie found his e-mail copy of the contract and read that the full PM service was \$1,680.03 and that it listed a quantity of 3 inspections.

Mr. Roger clarified there is 1 generator there and they would be inspecting it each year for 3 years.

Mr. Vachon asked for the size of the generator because that sounds like a lot.

Mr. Dickie read it is 150 KW.

Mr. Farrell said he signed the contract and put it in Mr. Rogers' mailbox.

Mr. Dickie said the inspections were \$1,013.49.

Mr. King said that's probably quarterly so it's one full service and 3 other quarters of inspection at about \$2,000 a year.

Tappan Street Fence- Mrs. Morin asked Mr. Rogers if he had a chance to look at this fence.

Mr. Rogers said Mr. Farrell just informed him today that the board had a concern with that. He said he would rather not put anything back up there because originally he wanted to replace that with a guardrail when he first started here because it really should be a guardrail or at least a chain link fence. He said they plow that area with the sidewalk machine and that cliff is right there and it's scary with the little rickety boards. I was informed that by putting that up there it's kind of an issue because it's not to any type of standards and was just some boards thrown up there. Some of them are nailed to trees, some of them are nailed to posts and it really is a mess he said.

Mr. King said they are already liable right now.

Mrs. Morin added that it is Town owned property.

Mr. Rogers said there should be something rather than what is there and he could put something up temporarily like caution tape or maybe a Jersey barrier where the boards are broken but he didn't want to put up new boards and then have somebody fall through it.

Mr. Dickie said we need something different there.

Mrs. Morin said she liked the idea of the guardrail with the senior center there.

Mr. King asked if there is enough ground to put a guardrail there.

Mr. Rogers said he got a price on it and didn't go through with it because the pilings have to be so deep to get them to the ground it was quite costly to go with the guardrail. He said his other option was to do a chain link fence because a body could bounce off of it and potentially not fall over there but that went by the wayside and didn't get done.

Mr. King asked if he recalled the cost estimate for the guardrail.

Mr. Rogers said he did not recall.

Mr. Vachon said guardrail is not cheap. He said they would be better off to look at a chain link fence as a short term fix and that he was going out to bid for fencing anyway.

Mr. King said because the issue was brought to the board they need to do something out there temporarily and to also look for a more permanent solution. He said they need to come up with a solution because it's a very busy sidewalk and it's a safety concern. We have to fix it and fix it right whatever that right is he said.

Hornetown Rd. Washout- Mr. Vachon said there is a pretty good washout on Hornetown Road by the Leary farm down to the culvert that looks like it crosses the road.

Mr. Rogers asked if he meant the one that goes from the field across the street to where the white house is.

Mr. Vachon said it's near the Leary farm and you go past Ten Rod Road and it's on the right headed toward Meaderboro Road. It's pretty deep and right on the edge of the road he said.

Mr. Rogers said he knew where he meant and they have a few of them they're concerned with.

Fernald Park Granite Post Repair- Mr. Vachon asked if Mr. Rogers is involved in the repair of the granite post caused by the vehicle accident at the Fernald Park ballpark.

Mr. Rogers said no and he knows nothing about it. He said everything was submitted and it was supposed to go to the Police Dept.

Mr. Vachon asked if we have gotten anything from Primex yet.

Mr. Farrell said he is not aware of anything and then asked what the issue is.

Mr. Dickie said the accident took out one of the granite posts and some steel rails.

Mr. Farrell said they've gotten reimbursed for a granite post.

Mr. Vachon said he thought that it was on order but he didn't know from whom. He said he believed the last TA ordered it and he said it was a couple of months out.

Mr. King said he was here for those meetings and he didn't recall Mr. Capello saying it was on order.

Mr. Dickie said the Finance Administrator told him they had just submitted a quote to the

insurance company and were waiting for it and now it sounds like they have been reimbursed with a check.

Mr. Farrell said that's right and they got a check for around \$1,000.

Mr. Dickie said now they just need Mr. Rogers or someone to order it.

Mr. Rogers said they got some quotes and made a decision but he didn't know what the decision was and he was never told. He said he submitted the quotes and supposedly there was a decision made for what company they were using.

Mr. King asked Mr. Rogers to give the quotes to Mr. Farrell and we have been reimbursed so hopefully we can get it moving.

Leaving Equipment on Back Roads-Mr. Vachon said he thought they weren't leaving equipment on the back roads due to vandalism.

Mr. Rogers said the locks on the equipment didn't lock so that's why they got vandalized. He said they stopped doing that for a while and he was asked to slowly bring it back as part of their routine instead of driving them back and forth every day and they did and they haven't had an issue since. I didn't realize they didn't work because nobody said anything to me and I had them all replaced so all the doors lock on all the vehicles he said.

Mr. King asked which vehicles they are leaving out.

Mr. Rogers said it would only be the excavator, the roller, the grader and the dozer. He said one of the main issues was they were cutting the main power cable to the batteries and taking the copper and they stole the radios out of them.

Mr. King asked if there is a door that goes over the controls and locks on the roller and the dozer.

Mr. Rogers said yes and you have to open the hood from the side panel door and the side panel door has a lock that also turns the main power on for the equipment. He said if the board wants they could bring them back.

Mr. King asked when the decision was made to bring them off the road.

Mr. Rogers said it was about 2 years ago.

Mr. King asked if when they leave a piece of equipment on the road if they leave it at a specific driveway if they got permission from a resident or if they just leave on the side of the road.

Mr. Rogers said they don't leave it where it's tucked in the back and nobody can be seen around a piece of equipment and try to leave it out near the road. He said some residents do let them park on their turnouts and they'll let us know.

Mr. King said he wasn't opposed to leaving them out but if vandalism becomes a problem he wants to know about it because we'll need to do something about it or bring them back.

Mr. Rogers said it is a little extra work to load the roller or the excavator on the trailer but he didn't mind bringing them back and he would rather do that than have them keep getting vandalized.

Mrs. Morin said but it is a lot of extra gas.

Consensus of the board was they were okay with leaving the equipment out on the back roads.

8). Tax Collector:

Town Clerk/Tax Collector Becky Dickie said she was before the board because of the new software for the clerk is going to be installed on May 23 and one of the downsides to switching from one to the other is that all of their e-mail notifications are lost and there's no way to bring them in from one company to the other for registrations, etc.

Mr. King said the e-notices we have been getting we will no longer get or if people will have to sign up for them.

Mrs. Dickie said there will be a sign up period. She said they are going from Interware to Invoice Cloud and they are using Invoice Cloud because they partner with Avitar and they will be doing taxes, utility bills, dog registrations, motor vehicles and vital records and all of it is going to be available online starting on May 23 if everything stays on schedule.

She said when Avitar set everything up they asked what they use for fees and there is an extra \$1 fee you can add to the clerk on registrations and it helps cover the cost of mailing the notifications and the registrations when people do them online. She said a lot of people have asked why they stopped mailing out the notifications and only did e-mail ones and it was because of the cost and this is a way of recouping that. I thought I needed to come and ask permission and it has been available to increase for a number of years and it was just never taken advantage of she said.

Mr. King asked if they have never charged an additional dollar when they did the mailings.

Mrs. Morin asked if it was built into any of the fees.

Mrs. Dickie said no.

Mr. King said with this new system if residents would have more ways to pay.

Mrs. Dickie said yes and you can pay with a credit card with an additional fee and that will stay.

She said they're going to keep the same processing company over the counter because they have a better deal with them which is a flat fee for debit cards whereas anything that's done online you can use debit, credit or ACH. She said with the new company you can get a text message and pay your bill through a text message if you sign up for it. People can sign up for paperless billing so we don't have to mail out bills if they want to get it through the mail instead they just go on to the kiosk and sign themselves up and they'll be able to do tax bills, water and sewer and motor vehicle notifications she said.

She said each month they get a file from the state for whatever e-mails are coming up for that month and they send the notices out about 6 weeks ahead of the expiration date.

Kr. King asked if they approve this additional \$1 if they would mail out a notice to everybody.

Mrs. Dickie said starting out they will mail them to everybody and then those who sign up for e-mail will only get an e-mail notification but the extra will also help cover mailing out their registrations that they've never been reimbursed for.

Mrs. Morin asked if it's only people they mail out to will be charged the extra \$1 or everybody. Mrs. Dickie said everybody would be charged the extra \$1 because they will mail out notifications now. We stopped doing paper mailings and we'll start doing that again she said. Mr. King asked if that would just be vehicle registrations or if it also includes dog registrations. Mrs. Dickie said it would just be vehicle registrations and all vehicles would be charged the extra \$1.

Motion: (Morin, second King) to go forward with the extra \$1 to supply mail notifications to all residents and cover the cost;

Discussion: Mrs. Dickie said they can do their registrations in person, online or by mail so it gives them a couple of options.

Mr. King asked if somebody does an "E-Gov" and they pay for it online how they would get them.

Mrs. Dickie said they mail them out they just don't get reimbursed for it. She said they can also come in and pick them up. All mail goes to Manchester now and it may take a few days to get to them so if it gets to the end of the month we'll give people a call and let them know they can come in and pick up their registrations she said.

Vote: The motion passed 5-0.

9). Town Administrator's Report:

a). 22 Gray Avenue- Mr. Farrell said Mrs. Dickie has been having conversations with the Town Attorney regarding the tax sale of the property at 22 Gray Avenue (Tax Map U06, Lot 061) but it wasn't sold with proper notification so they have to fix it. He said legal counsel has proposed the fix and Mrs. Dickie is better informed about it than he is.

Mrs. Dickie said the Town took the property by tax deed and it was in an estate and the heirs of the person who passed away 3 of his children live in Germany and one lives in CA. She said she spoke with one of his daughters in Germany who was their spokesperson and none of them were interested in the property and she got a lawyer to send notification to the Town that she wanted us to talk to her lawyer for all it.

She said there is no way to send certified notifications to a foreign country and once they leave the United States there is no guarantee of how they will be received and notifications have been coming back to us. She said when you deed a property in order to have a clear title when you sell it they always ask for the certified letters for all possible heirs and because we were not able to send the certified mail Att. Roman notified that they needed to sign off on a release agreement.

Mrs. Dickie said they should have done this before they sold the property because the people that won the bid are very anxious to get started on it and this 90 day notification really should have been done ahead of time. She said some sort of money has to change hands and Att. Roman felt it had to be enough to entice them to sign it and send the paperwork back because they're not responsible for any of the costs since we've deeded it.

She said this is Att. Roman's introduction to them and she is going to send it to each of the 4 heirs explaining what is happening. She said the legal notice will go to them and it's telling them that they have 90 days to re-purchase the property and you have to offer the property back if you sell a deeded property in less than 3 years, that \$19,212.13 would have been what was due on all past taxes and what has accrued in interest since then and offering to pay \$100 to each of them to sign the release agreement and get it back to us. They each have to have it notarized so there will be 4 copies sent out and once we get that back we can set up a closing date if buyers are willing to wait that long because this will put us out to Aug. 11 before we can set up a closing date.

Mrs. Dickie said the board needs to vote to authorize Mr. Farrell to sign for it on the back page of the release agreement and she will notarize his signature if they vote to allow him to do it.

Motion: (King, second Vachon) to authorize Mike Farrell to sign on behalf of the Town on the Release Agreement;

Discussion: Mr. Staples said they are going to offer them \$100 to entice them to sign paperwork and it was his understanding that we would only get the taxes that are due and the rest of the money would go to them anyway and asked why we are paying them to sign anything when they are going to get a bunch more money. He asked if they are aware they have a bunch of money coming.

Mrs. Dickie said no.

Mr. Staples suggested instead of paying them we should let them know this sold for much more than what we have.

Mrs. Dickie said she called Att. Roman and asked her the same question because it sold for more than what is owed on it.

Selectmen recalled the winning bid was \$32,000.

Mrs. Dickie said they also take out of that all of the fees for Att. Roman spending her time doing all of this as well so right now it's at less than \$13,000 split between 4 people. She said the board can decide on the amount, \$1, \$100, \$50, \$25 or whatever they would like to do and she can change the document in her office.

Mr. King asked if the \$100 would come off of the total proceeds of the sale.

Mrs. Dickie said yes as it is part of the cost of doing it.

Mr. Staples said as long as it is coming out of their money he was okay with it.

Mr. Vachon said the Town has to front the cost from some line item until they actually sell the property and for these to go back out you still have to pay them \$100 to sign this. He said it's a shell game of where it goes and where it comes from so it all washes but they are on the hook up front and if we don't do this we can't sell the property. So we're out \$19,000 or pay \$400 to have them sign it and sell the property for \$19,000 and put it back into the taxes he said.

Mrs. Morin said if it takes longer and we're saying we're going to send it to them by Aug. 17th so that we don't have it in a timely fashion and #4 on the release agreement says the Town shall

pay \$100 each and maybe they shouldn't put a date in there and suggested it say 30 days after closing or something like that.

Mr. King said they need the release from them before they can sell it.

Mrs. Dickie said it's the effective date of the release and they have 90 days to respond.

Mr. King asked if they don't respond then they can't sell it.

Mrs. Dickie said then they have to go through the process they're going through to quiet the title.

Motion: (King, second Vachon) to approve and authorize the payment for signing as proposed by Drummond Woodsum at \$100 passed 5-0.

Mrs. Dickie said she would send them out to Att. Roman in the morning.

Mr. King said the legal notice says the heirs can re-purchase the property for \$19,212 on the first page and on the second page it says they must state "that you are ready, willing and able to pay all back taxes, interest, costs and penalties" and "in addition to the \$19,212" should be added after "penalties" because that additional cost is from the date of this letter. He said if somebody wanted to buy it they might not understand that increased cost is from this date.

Mrs. Dickie said \$19,212 amount is good through Aug. 11 and if they buy it earlier it says to call and give the date of your intention within 30 days and you can get an updated amount. If they want to close within 2 days of the 30 days they would actually pay less money than this to re-purchase it she said.

Mr. King asked if they gave the bidder an opportunity to renege at any time based on this delay.

Mrs. Dickie said the Assessing Clerk has drafted a letter and she is sending it to Att. Roman for her to approve and then it will be sent to the bidder.

Mr. King asked if they have accepted any money from the bidder.

Mrs. Dickie said no.

b). Police Details – Capt. Scott Orlando said last week the board asked him to confirm their number regarding the balance of the fund '08 Police Cruisers regarding the Police Details and he was able to that and this number was also supported by the Finance Director. He said they are holding \$38,988 in cash and accounts receivable is \$13,759 giving them a balance of \$52,747.

Mr. King asked how much of the receivables are eligible to be applied to the cruisers. He said he didn't think they could add that directly because it might only be 25% of that money (the \$13,759) will go to the cruisers and the rest of that money has to go to pay the Officers and administrative fees.

Capt. Orlando said that is correct and he just wanted to let them know there is some money in accounts receivable.

Mr. King said that is roughly \$3,000 so they have about \$41,000 currently.

Capt. Orlando said he was also asked to get an updated quote to outfit the Police cruiser and he received that today from Adamson Industrial Inc. and the quote was for \$12,689 per cruiser

with 2 separate quotes exactly the same.

Mr. Dickie asked if they said how the quote would be good for.

Capt. Orlando said the company rep understood that there is a delay and if they were postponed because of the chips to give him a call and he would revisit that quote.

He said the Irwin Automotive Group quoted \$35,309 for cruiser #1 dated back to Jan. 11, 2022 and the other cruiser is the same price and style. He reiterated that the second cruiser has a back out clause.

Mr. King asked for the total for outfitting the cruisers.

Capt. Orlando said the outfitting total is \$12,689 and the cruiser is \$35,309 and then having 2-Way install a radio would be an additional cost. He said they are still waiting to receive the radios and still waiting on the quote for that installation.

Mr. King said it is \$96,000 for the 2 cruisers not including the radios and they have \$41,000 currently and asked for a safe projection by July and if they should plan for \$41,000 or \$45,000.

Capt. Orlando said he would rather plan for the worst case scenario because they are dependent on other companies to schedule them for details and it's out of their control.

Mr. King asked if he had any idea of the cost for each radio.

Capt. Orlando said they have purchased the radios and it would be about \$500 for installation.

Mr. King said that it would still be under \$100,000 and if they were to plan to take \$40,000 out of the cruiser fund and then they would have to come up with an additional \$60,000. He said previously \$55,000 was earmarked under the ARPA funds so it may need to go to \$60,000.

Motion: (King, second Morin) to earmark \$60,000 of the ARPA funds for the two cruisers being purchased;

Discussion: Mrs. Morin asked if they know they have \$60,000 in the ARPA funds.

Mr. Dickie said the last he heard was they have \$75,000 to \$100,000.

Mr. Farrell said he thought the figure was \$79,000 so they have enough to cover that.

Mr. Dickie said they also moved \$13,000 off the expenditures and put it back in because they don't have a boat to insulate.

Mr. Vachon said the Fire Chief called him regarding the questions about a boat and he said there is a boat in town and it's an inflatable boat for emergencies.

Mr. Dickie said so they do have the funding for this.

Mr. Vachon asked if they have any Capital Reserve Funds for Police cruisers.

Mr. King said there was just that detail fund and there was never a Police CRF for equipment.

Vote: The motion passed 5-0.

Mr. Vachon said he had a concern from a resident regarding the parking lot at the former TD Bank location. He said there is a truck in the parking lot with a couch sticking out of the back of it that has been there for weeks.

Mr. Dickie some of the residents of the apartment building across the street are using that as a parking lot.

Capt. Orlando asked if the board would like to have it removed.

Mr. King asked if they have permission to park there.

Mr. Dickie said he didn't know what the agreement is but they took it over since the bank left.

Mrs. Moring said she didn't think it was meant to be municipal parking.

Capt. Orlando said there is nothing in writing and he would look into it to see if there's any signage. He said if there is some signage it gives him some authority to act but if there's no signage there's a business so there's no complaint because they're not there and the Town doesn't own it so he doesn't really have any authority.

Mr. Vachon said he thought it is used for the library so the Town owned a certain number of spots there.

Mrs. Morin said the truck is parked in the middle of the lot and you can't miss it. It's an Avalanche with a couch sticking out the back she said.

Capt. Orlando thanked Mr. Vachon for the message and said he would investigate it.

Mr. King asked if the camper was still in the municipal parking lot.

Capt. Orlando said last Monday Sgt. Frye did a wonderful job and was able to continuously check in the evening hours where he was having negative contact during the day time. He said they spoke to that person and it was removed by the following morning.

Mr. Vachon asked if it was the big driving one that ended up at the TD Bank lot.

Capt. Orlando said they will look there and there are a few different ones moving around.

Mr. King asked Capt. Orlando to bring the new officers to the meeting next week so they can be introduced to the public.

10). Old Business: None

11). Next Meeting: Monday, May 16, 2022

12). Non-Public Session A:

Motion: (Morin, second King) to enter non-public session under RSA 91-A: 3 II (a, c)

Compensation, Reputation passed 5-0 by a roll call vote (Dickie, Vachon, Staples, Morin, King-aye) at 8:24 p.m.

Motion: (King, second Staples) to come out of non-public session passed 5-0 at 8:41 p.m.

13). Non-Public Session B:

Motion: (King, second Staples) to enter non-public session under RSA 91-A: 3 II (c) Reputation passed 5-0 by a roll call vote (Dickie, Vachon, Staples, Morin, King-aye) at 8:41 p.m.

Motion: (King, second Staples) to come out of non-public session passed 5-0 at 8:49 p.m.

Motion: (Vachon, second Morin) to eliminate the Crew Leader position and change it to a laborer, truck driver, operator position passed 4-1 (Staples opposed).

14). Non-Public Session C:

Motion: (King, second Vachon) to enter non-public session under RSA 91-A: 3 II (c) Reputation passed 5-0 by a roll call vote (Dickie, Vachon, Staples, Morin, King-aye) at 8:49 p.m.

Motion: (Vachon, second Staples) to come out of non-public session passed 5-0 at 9:06 p.m.

Motion: (King, second Vachon) to seal the minutes for one year as disclosure would adversely affect the reputation of a person other than a member of the board passed 5-0 by a roll call vote (Dickie, Vachon, Staples, Morin, King-aye).

15). Non-Public Session D:

Motion: (King, second Morin) to enter non-public session under RSA 91-A: 3 II (c) Reputation passed 5-0 by a roll call vote (Dickie, Vachon, Staples, Morin, King-aye) at 9:06 p.m.

Motion: (Morin, second Staples) to come out of non-public session passed 5-0 at 9:15 p.m.

16). Adjournment:

Motion: (Morin, second Staples) to adjourn the meeting passed 5-0 at 9:15 p.m.

Respectively submitted

Kathleen Magoon

Recording Secretary

Ken Dickie, Chairman

Gerry Vachon, Vice Chairman

Douglas Staples

Penny Morin

Charlie King