

Town of Farmington  
Board of Selectmen Public Meeting Minutes  
Monday, October 2, 2023  
356 Main Street-Farmington, NH 03835

**Board Members Present:**

Gerry Vachon, Chairman  
Charlie King, Vice Chairman  
Ann Titus  
Doug Staples  
Penny Morin

**Others Present:**

Ken Dickie, Town Administrator  
Dana Huff, Tighe & Bond  
Dennis Moran, Tighe & Bond  
Ed Brannan, Highway Dept. Supervisor

**1). Call to Order:**

Chairman Vachon called the meeting to order at 5:30 p.m.

**2). Non-Public Session A:**

**Motion:** (Titus, second Staples) to enter non-public session under RSA 91-A: 3 II (c) Reputation passed 5-0 by a roll call vote (Vachon, King, Staples, Titus, Morin-aye) at 5:30 p.m.

**Motion:** (King, second Titus) to come out of non-public session passed 5-0 at 5:54 p.m.

**3). 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 (Vachon, King, Titus, Staples, Morin-aye) at 5:54 p.m.

**Motion:** (Morin, second Titus) to come out of non-public session passed 5-0 at 6:09 p.m.

**4). Reconvene Public Session:**

Chairman Vachon reconvened the public session at 6:15 p.m.

**5). Pledge of Allegiance:**

All present stood for the Pledge of Allegiance.

**6). Public Input:** None

**7). Review of Minutes:**

**September 25, 2023-Public Session Minutes-** No errors or omissions

**Motion:** (Titus, second Staples) to accept the minutes as written passed 4-0-1 (Morin abstained).

**September 25, 2023-Non-Public Session A:** No errors or omissions

**Motion:** (Titus, second Staples) to accept the minutes as written passed 4-0-1 (Morin abstained)

## **8).Old Business:**

**Source Water Protection Grant-** Mr. Dickie said after discussing this last week with the board he reached out to Att. Keriann Roman and also spoke with Lynn Carney (Underwood Engineers PE) and they felt that it was best to move it to applying for it again next year because this is a yearly grant and that will allow us time to decide if we want to split the lots so they can protect the well and possibly sell off the rest of the land or whatever the board decides to do and they would have enough time to analyze everything to make sure they put the right things in place and it doesn't handicap anything from going forward. That was my recommendation to Lynn Carney he said.

He said there wasn't any extension available and it's a very competitive grant and there are multiple people applying for it so they're not going to extend it and Sept. 29<sup>th</sup> was the deadline. He said at that point he felt it was best so they can delve into all the requirements and put forth what we truly want to do with that property.

He said at a previous meeting Mrs. Morin brought up about the possibility of it being brought up in a public hearing and he showed her the minutes from the July 17 meeting where a resident came in and was questioning about the money from American Rescue Plan Act and if that would handicap the ARPA and in that it was mentioned that we did have a possibility to get a grant to cover some of the costs for the purchase of the land and at that point he commented yes up to 50% but prior to that it was never discussed in public to his knowledge because he first became aware of it at the auction itself.

Mr. King said even if they had known before hand, based on the requirements DES has we would still be in the same predicament because they want a plan for reclamation, there are other restrictions and we just bought this parcel so we maybe would have had a little bit of a head start on digging into it but not that much especially if we were going to section off a piece that we don't feel may be in the best interest to keep. He said in their e-mail they're trying to discourage that but there's quite a bit of area and we want to be cognizant of some of the other test well areas to make sure we keep that area where we've got some other test wells that seem positive but that old quarry and some of that other stuff needs work and we shouldn't put that burden on the taxpayer whether it's reclamation or safety concerns on that old quarry it's going to be quite a bit of work to get that plan together and we want to do it as right as possible.

Mr. Dickie said he was still waiting for a quote to come in based on a recent reclamation here in town on what the cost was per acre and he will contact him again tomorrow to see if he has that number.

Mr. Staples said he is always out in that area and he hunts around those pits and they should definitely protect the taxpayers and at least post those 2 areas where it is extremely steep and if you walk in and its dark you're not going to see it and you're talking 60 ft. straight down.

Mr. Dickie asked Mr. Brannan to get some signs to post the quarry.

Mr. Vachon said he didn't want to rush into this just so we can get half of it back and lock the land up so the residents can't use it. He said he would rather look a little further into and see what they can do and if they can reclaim part of it and get money back if they do a lot line adjustment like they suggested doing one parcel vs. the entire thing.

He said the snowmobile trail that goes though there has to be approved by NH DES to even be there so at least this way it gives us time knowing that we still have the opportunity next year to apply for the same grant and still get some money back for it after it gives us some time to mull it over and talk with everybody and figure out what we want to do.

Mr. King said they might ask the Finance Administrator who has experience in assessing or the contract assessor if they can take some of Lot 12 and put it with Lot 3-2 which is on the other side of the river. He said right now they are separate parcels by the river and asked if they can merge that piece which gives that frontage.

Mr. Dickie said that is what he suggested to Att. Roman that they split lots 12 and 13 and the pit that is behind a resident's house that went right up to the property and then the quarry would be on that other half and keep the 47 acres with our well.

Mr. King said hopefully there is no requirement that they have to be separate parcels and they could be together because somebody could petition to put access across there and go through the permitting process because that makes that piece more valuable for somebody to buy because it has frontage.

Mr. Dickie said he was thinking if they split Lot 12 and combine that with the second half of 13 and with lot R3-02 and make that one lot and now R3-02 is not land locked and it gives them frontage with what's left.

Mr. King said they could potentially draw the line where Lot 13 is and bring it over to Rt. 11 and keep all of the Lot 13 parcel and just section off the lower portion of 12 and put it with the R3-02 and market it that way.

Mr. Dickie said he needs to meet with the board to see how they want to split that off.

Mr. King said it might take a site visit.

**Tighe & Bond –Culverts Engineering Proposal-** Tighe & Bond Project Director Dana Huff and Project Manager Dennis Moran came forward and introduced themselves to the board.

Mr. Huff said Mr. Dickie and Mr. Brannan asked them to take a look at a number of culverts in town that are having some issues and they narrowed it down to 2 sets of culverts on Cross St. and 1 culvert on Dick Dame Lane at the intersection of Dream Hill Terrace. He said he knew they looked through and got to the last page and probably had sticker shock when they saw it and wondered if they were actually installing the culverts.

He said there is a lot to it especially when you think about Mr. Brannan's concern to make sure that when you put this in, you're looking at the climate change issues and the rainfall data that we're experiencing these days and then the regulations are pretty stiff today. He said when he started in this business permitting used to be about 10% of a project now permitting is more

like 50% of a project because there are so many regulations that they have to cover.

Mr. Huff said they want to make sure that when they put something together it is something that will not just meet today but you're going to be able to meet tomorrow as well. He said there is a fair amount of detail that goes into this and they do not have their own surveyors so they have to subcontract that out and that is in their expenses. He said they also included in their expenses the permit fees which is about \$6,150.

He said they have priced this as if they were going to do them separately so it would mean they'd have their surveyor come out twice and the wetland delineation would come out twice and if they can do them together, they would offer them a 10% discount on their services. I realize it's a lot of money which is why I said to Ken it would probably be best if we come and answer any questions you might have about what we've put together here but it's really to dot the I's and cross the T's to make sure what we're doing here is going to serve you well into the future not just today he said.

Mr. King said under the Cross St. culvert they have a reimbursable expense of \$6,000 and asked if that's the surveying and the wetlands delineation.

Mr. Huff said they do the wetlands delineation which is under the \$4,500 (data collection lump sum budget) and that would be their piece of that.

Mr. Moran said the majority of the \$6,000 is surveying and there are a few dollars to cover staff expenses and travel.

Mr. Huff said it's not just the roadway and the ends of the culverts they have to go upstream and downstream quite a ways to make sure that they got the cross sections right that the state requires.

Mr. King said they listed 250 ft. each way.

Mr. Huff said that is right.

Mr. Moran said DES requires them to do multiple cross sections upstream and downstream and then model the hydraulics of that to confirm that the new proposed culvert will actually pass the storm events that are listed in there. He said a majority of this is the permitting requirements not just the strictly engineering design so DES requires them to model the stream to confirm to the best of their ability that it will pass the storm events as well as meet the criteria for the environmental standards for aquatic passages.

Mr. Huff said one of the things they want to make sure they get right is under the state requirements if you have 100 gallons of a water a minute it's going to occupy a certain channel and some of these places are very flat and you need to be 1.2 times that channel width for your opening. He said if it's a 12 ft. wide path right now and it's a shallow flow they don't want to put in 1.2 times 12 of opening so that's another reason to go up and down stream so they can logically tell them it's only 2 ft. where the main flow is it just gets spread out at this point. We want to make sure what we're designing and putting in there is not only right but that it's reasonable so that's another reason for the extended survey he said.

Mr. King said in one of them he suggested it would be a box culvert maybe with a bottom and the other one...

Mr. Huff said that is on Dick Dame Lane and the reason for that is because that location is within ¼ mile of the river so it kicks it into a different category called a Tier 3. He said their permitting person is on vacation otherwise she would have this down pat.

Mr. King asked if that is based on the Shoreline Protection Act.

Mr. Moran said it's another requirement of DES' list of designated river ways, the Cocheco is one of those river ways and if you're within a ¼ mile of that river then you're pushed into additional requirements.

Mr. King asked if they have \$65,000 of engineering on these 2 areas what the construction cost is going to be.

Mr. Huff said they did an estimate that they can see there and they are not little numbers either. He said he didn't know if they have bid on anything recently but they're big numbers. He said Cross St. is 2 areas and there are actually 4 culverts there right now-a double 36 inch and a 36 inch with an 18 inch. He said they think the 36 inches with the 18 inch can be another culvert and doesn't need to be a box culvert but where the double is because of the volume of water and the watershed that it serves that is probably going to be a box culvert and because of the height it's probably going to be wider than it is tall. So precast concrete is a lot more expensive as you can see (precast concrete box culvert-\$190,000) he said.

Mr. Huff said they are not trying to be the low bidder here they're trying to be somewhere in the middle and the last thing they need is if they're low balling this and then they put it out to bid and it comes in 50% higher that's not going to serve you well and it would a lot better if it came in at 50% lower.

Mr. King said there are 2 locations for the Cross St. culverts that need a permit but only one of them they think is going to be a box culvert. He asked based upon the analysis of what they saw out there if they don't think we could get down to a lower cost structure.

Mr. Huff said they could look at that but given the watershed that serves that and the amount of water that comes in there in that particular site over tops the roadway. He said he knows they want to rebuild the road and he and Mr. Brannan talked about raising it a little bit to help prevent that but still there is a lot of water that comes down through there.

Mr. Moran said there are currently two 36-inch culverts there now and they can't go higher so 48 inches is out of the question so they have to go wider or multiples and most likely just due to the permitting pathway DES is going to want to see an open box culvert in there and you can get a lot more water through a big rectangle than 2 circles.

Mr. King said he didn't know how much more volume they are going to get and asked if they are still using the squash culverts.

Mr. Huff said they are but most of the squash culverts that are metal have rotted bottoms.

Mr. Vachon said his feeling is they wouldn't go with metal because of that. He said metal has a

very short life expectancy and even though it's galvanized it doesn't work.

Mr. Huff said they make aluminum ones and they seem to be in decent shape and one of them is here at Cross St.

Mr. Vachon said they do make an elliptical RCP pipe-reinforced concrete pipe.

Mr. Huff said it's not to say they couldn't do that but they're not going to get something that's 48 inches high.

Mr. Moran said the benefit of the box culvert is they're pre-cast-off site and they're pretty quick to install if you have a contractor in there. He said a lot of times they leave the existing culverts in; they dig out either side, pour the foundations and then place them and in 3 or 4 days they're in and out.

Mr. Huff said the other piece of this that they probably don't realize is there is water flowing there they have to do something with that water so there's water handling in that #2 especially given the wonderful dry summer that we've had you can imagine if we're trying to do this with the summer, we had trying to control that water so it doesn't create damage anywhere so there's a number in there for that.

Mr. King asked if that \$190,000 for the box culvert is the installed cost.

Mr. Huff said yes.

Mr. King asked for the typical cost of the structure itself.

Mr. Moran said it would be about 65%-70% of that and this was pulled together relatively quickly to give them a budgetary number.

Mr. King said it's a half million-dollar cost so it's more than \$600,000 with the engineering.

Mr. Huff said until they have more detail on what they're dealing with they can't refine that number and he didn't want to tell them something and then have to come back and say I'm sorry but its double. I'd rather have you get shocked now he said.

Mr. Staples asked what would be the benefit of having the engineering done before they go out to bid instead of reaching out to companies and have them do the work too.

Mr. Huff said they can do that like they're doing with River Rd. Bridge.

Mr. King said they have to at least meet the engineering requirements to get thru the permitting.

Mr. Huff said they should and that's what he recommends.

Mr. King said if they don't give them enough data they're not going to give them a permit.

Mr. Huff said that's correct but the contractor is going to have to do the work too and they're going to have to follow the same procedure that they're following. I expect you're going to have to think on this he said.

He said Stephanie is their environmental scientist that came up with the scope and she is a former DES employee so she knows the regulations extremely well and she knows who she's dealing with to do this work and where we can do alternatives and where we can't. He said it was her opinion that seeing projects like that that didn't necessarily go well.

Mr. Moran said it's definitely an avenue in her opinion but it's more difficult for a regulator- there's more unknowns going into it that way. He said this is taking a typical design bid build vs. a design build and they're more likely to have more opportunity for a competitive bidding environment but there is more upfront cost initially and less light at the end of the tunnel on day 1 but this allows you to put the project out to bid, you can coordinate and work with DES to try to minimize the total cost of the project but there are communities that do design build.

Mr. Staples said we have 2 bridges that are going in with 3 decent companies that are going to bid on them and asked why don't they bounce this off them and tell them while they have their equipment in town to give us a price on these.

Mr. Huff said they can and he told Mr. Brannan that they would give them a quote and then they can decide how they want to handle that. That's totally up to you he said.

Mr. King said they could make that decision later but at this rate with this scope of work he didn't see how they would get this done and pave those roads next year. He said we have to do all the engineering, we have to get somebody to bid it, then get it put in so we can pave it.

Mr. Huff said depending on how quickly they respond Stephanie thought they could get permits by Jan., Feb. or March.

Mr. Moran said that way they could get it out to bid so they could build it and that doesn't matter if it's them doing the permitting or the contractor it's the same.

Mr. Huff said the other point he wanted to make is if they were to give this to a contractor right now they have no idea what they're going to put in there for what size culvert or anything so how they would bid that to tell them what it's going to cost he didn't know.

Mr. King said without doing the technology they don't have a number to go back to saying this is how much that has to flow.

Mr. Staples said then it's best to have them do it and then send it out to bid.

Mr. Huff said yes and they would work with them on that. We have bidding services and that is built into the project he said.

Mr. Staples asked if they have them send it out to bid if there is a fee for that.

Mr. Huff said it's all built into the last line "Engineering Design Contingency 15%" (\$61,496). It's an online service he said.

Mr. Moran said generally they solicit feedback from the board and if they have contractors, they are working with all the time then absolutely...

Mr. Huff said to make sure that they get it. He said just like with surveying they use certain surveyors but if the Town prefers to use Norway Plains that is fine with them.

Mr. King said they have done a lot of surveying in town so they have a lot of information already but they have to be able to meet the scheduling and sometimes that's an issue because of other projects they may have picked up. He said based upon this quote they need to waive their bid policy or ask other engineering firms for a competitive quote for this.

He said they have been happy with their service so far but in this town, they are the new guy on

the street and do they ask the other firm that they used for the bridge work for an estimate on this and see what that is.

Mr. Staples asked if Bunker St. was included in this.

Mr. King said no.

Mr. Dickie said they had a quote before them when Mr. King was out for the bridge, culverts and one other thing for \$14,000 to do this study here for us.

Mr. Huff said that it's up to the board on how they want to handle it and that they could use their scope of work but asked them not to give them their price.

Mr. Dickie said he submitted a quote when he was in Italy and the board voted on it for Tighe & Bond for bridges, culverts and one other thing that totaled to \$14,000.

Mr. King said that was to do some of this work but as far as the permitting and engineering for these areas here we either have to waive our bid policy or we give them an opportunity for it and they don't have to go with the low bid. He said he thought that would be reasonable and time is of the essence and they're a vendor in good standing also.

He said this is what this has involved into they didn't start this project and say they're going to go out and spend a bunch of money engineering this thing it's like how are we going to fix this and follow the rules. Now it has metastasized into a big project. I think it behooves us to ask the question of them and hopefully they can get us an estimate quickly within the next couple of weeks and if they can't then maybe we'll have to move on to start he said.

Mr. Vachon asked where they planned to pull that money from.

Mr. Dickie said he would have to do a lot of number crunching.

Mrs. Morin asked if this is a warrant article or if they are planning on doing it...

Mr. King said they have to raise \$500,000 for the construction of this in the next year cycle and that's a whole other discussion. He asked if they want it in the budget and justify it at Town Meeting or put it in a separate warrant article.

Mr. Dickie said he was thinking it would be in separate warrant article to give the voters time to talk about it.

Mrs. Morin said they have some money saving in paving right now because they haven't paved this.

Mr. Staples said they were going to encumber that money so they don't have to put that in next year's budget.

Mrs. Morin said she was saying they could use that for this purpose.

Mr. King said then they still have to pave on top of it.

Mr. Huff said they didn't say they were doing the whole road these are just the patches over the construction because the Town is going to come back and reclaim or do whatever they're going to do for the surface. He said if you are going to spend the money to do that you want a road that is going to last.

Mr. King said Dick Dame Lane they are going to pave the entire one and asked what they are



going to pave on Cross St.

Mr. Vachon said the entire road.

Mr. Staples said on Dick Dame Lane they are going to pave the entire Town portion of it up to the turnaround the rest of it belongs to the trailer park.

Mrs. Morin asked if they are going to have tons of pavement and that's only going to cover where the culvert is.

Mr. Huff said that is for where they disrupt the road for the culverts.

Mr. King said maybe when they get into talking about next year especially with the construction maybe it comes down to one, they try to get paved next year and the other one falls onto the year after depending on how this potentially goes for the permits and the construction. One may be easier to obtain and get it done than the other and it may be soon he said.

Mr. Moran said if you have a permit in hand, it doesn't mean you have to build it next year you have a couple of years.

Mr. Staples said if it's permitted, they are fine to push one out.

Mr. Moran said sure and then have it on the shelf for next year.

Mr. King said if they get them before the taxpayers and get both of them engineered, approved and funded and if it doesn't happen, they can encumber it until the following year. He said it may be that you could do the construction but you don't make the paving on one or both of them depending on when they get it done and the availability of pavers. We may say we're just going to patch it and do it next year because we don't make the crunch time he said.

Mr. Huff said they don't want to be paving in December.

Mr. Vachon said it was not what he was expecting for numbers.

Mr. King said he thought they would be back to them in a week or two.

Mr. Vachon said he would like to see the number from the other firm and see what they have.

Mr. King then asked if they had an update on the work on our levee.

Mr. Huff said they are waiting on the Army Corps of Engineers to come back with their quote on the risk assessment which they said originally, they would have mid-summer and a few weeks ago they said some time in Oct. He said he hasn't had an update since then so as soon as that comes in then they'll know what that number is and they'll be able to move that portion forward. He said FEMA has to have either that or the "deterministic approach" and either they or one of the Town's engineers would do that.

Mr. King said there were 2 options-one was to go with the ACE and the other one is to do it independently.

Mr. Huff said if you go with the ACE, they pay for 50% of it and if they go the deterministic approach the Town pays 100% of it. He said FEMA knows they are professional engineers and they know what they're doing but they favor the Corps more than they do the private sector. When we get the numbers we need to figure out with FEMA what is the best approach.

Mr. King said that is going to be coming right on top of this project.

Mr. Huff said the number that they threw out originally for the risk assessment and he thought it was very high was \$300,000 so half of that is the Town's.

Mr. King said that's a lot lower than the number they were originally given.

Mr. Huff said that's for the risk assessment not for doing the construction work and you still have to go through the FEMA process. He said anywhere where they can save them money, they want to do that.

Mr. Vachon asked if any of these culverts fall under storm water mitigation grants through the state.

Mr. Huff said not that they've seen.

Mr. Moran said not for culverts but there's a lot of money floating around right now and they can look at DES or other agencies in NH. He said they don't have enough people internally to coordinate getting the funds disbursed to the communities so he will reach out to a couple of contacts he has and see if there's any money. There's not a lot to my knowledge for culverts specifically but there may be more money related to the maintenance of levees just because it's a federal level vs. the state he said.

Mr. Huff said if they do accept their money there are usually strings attached so they need to understand what those strings are and what impacts that whether its schedule or other things you need to do that you wouldn't have to do otherwise and when they get to that point they can go through that.

Mr. Vachon said it's a rolling grant that you apply for and it's a rolling pot of money and he didn't know the exact name of the grant but it's for storm water mitigation and storm water runs through culverts and headwalls and whatnot.

Mr. Huff said he knew they just had a grant application put in today for the drainage study update. He said he was not familiar with the grant Mr. Vachon was talking about.

Mr. Vachon said one of the engineers he knows felt it would work towards some of the items we need to do to the levee and he didn't know if it was ever looked into by anyone.

Mr. Huff said he would appreciate getting any information he has on that and they will look into it.

Mr. Vachon said he would see if he could find that and send it to Mr. Dickie and he could forward it to them. He then asked if they looked at Bunker St.

Mr. Dickie said they worked with them on Bunker St. and feel with what they have they can replace it without having an engineered study.

Mr. Huff said if they can get emergency authorization and there are still some hoops they have to jump through.

Mr. Dickie said based on the sink hole being there they would go the emergency route.

Mr. Vachon said the fact that that road is deteriorating makes it an emergency.

Mr. Huff said they think so too.

Selectmen then thanked Mr. Huff and Mr. Moran for their time.

Mr. Huff said they appreciated the board's time and he wished it was better news.

**9). New Business:**

**Monitoring Wells at Old Fire Station-** Mr. Dickie said the wells were completed and he had the Selectmen's Secretary put it out on the Face book Community Forum page and on the Town website that the parking lot was open. He said everything was completed as far as putting the wells in and the engineer was there on the last day starting to draw water out of the wells to clean it out so they could get to the base water so they can do the test and then determine if there is any contamination below the hot top that they have to be concerned about.

He said they told him that in about a month or so they should have the results back on the initial round of testing and they will let us know. He said hopefully they are clean and we don't need any more but if we do need more Kyle Pimental from the Strafford Regional Planning Commission said they have some money set aside for the next round of testing if needed.

Mr. Dickie said he wanted to give a "shout out" to the residents in town that park in that area and thanked them for cooperating with them. He said when he drove through town the morning they were to start there weren't any cars in the parking lot it was completely empty and he truly appreciated the efforts put forward by the residents and that he didn't have to get the Police or anybody involved to move vehicles. They could go wherever they needed and they didn't have to worry about cars or people being in the way and it went pretty much as planned he said.

Mr. King asked if they had any initial feedback at all based on pulling the water and what they saw.

Mr. Dickie said no and he was hoping to talk with the engineer to see if she had any input but she was just trying to clean out what ground water might have been there and get down to the water underneath and submit samples so she really didn't lean one way or the other.

Mrs. Morin asked how far down they went and if they only went just below the hot top.

Mr. Dickie said they went down 15 ft.

Mr. King asked if he knew if they sampled just at 15 ft. or if they sampled at different levels.

Mr. Dickie said he thinks they just went down to 15 ft. and she was drawing water at 15 ft.

**IT Policies for Approval-** Mr. Dickie said they were starting to go through the ITC policies and there is a list in there of what they are working on. He said they selected 3 that they thought were pertinent to get them implemented and review them with the board.

Mr. King said he reviewed them and one of them talks about the User Account Security Standards (C9023) and that item E says the passwords will be changed every 90 days and asked if that is what this board wants to lead with or if they want to start with a longer period of time.

Mr. Vachon said he believes that is Primex's suggestion for insurance purposes so they can cover us if we're hacked. That was one of the things that came out from cyber-attacks on other municipalities and that comes from Primex I believe he said.

Mr. King said other than that he was okay with the policies.

Mr. Dickie said they were trying to get 3 before the board each time so that by the next audit which is next March this portion of it will be completed so we don't get that mark against us.

**Motion:** (King, second Morin) to approve the three policies listed: Physical Access to Electronic Data Policy, User Account Security Standards Policy, and User Account Unique Identifier Policy; Discussion: Mr. King said when they institute these policies they need to hand them out and be signed.

Mr. Dickie said he will have a group meeting, there will be signatures of that group meeting, what the topic will be and that they went over it and not all are going to love it but its needed.

Mr. King said when they implement these standards if there are things that need to be revised, they can look at that and if there are things that are not really working that they want to change that's fine. We need to set the policy; the policy needs to be implemented and people need to follow it and then we'll make adjustments as we need to, he said.

Mr. Vachon said a signoff sheet for each policy is usually how he has seen them and all it says is that they received the policy and it's up to them to read it and understand it. He said we give it to them; they have to follow it and it's up to them to read it and know they have to follow it. If they don't want to follow it there can be repercussions he said.

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

**Fire Dept. Inspections-** Mrs. Morin said a resident business owner told her that some of our Firefighters went into their business this weekend just to look around on either Sat. or Sun. She asked if that was normal for them to just stop by a business.

Mr. Vachon said it may depend on the type of business.

Mrs. Morin said they were on shift and the visit was unannounced.

Mr. Staples asked if they just looked around the building or if they went in and got breakfast or got a drink first.

Mrs. Morin said they just went in and walked around the building out on Rt. 11.

Mrs. Titus said some businesses they have the right to do that.

Mr. Staples said not unannounced and if somebody shows up unannounced and searches his place there's going to be a problem.

Mr. King asked Mr. Dickie to look into it.

Mr. Dickie said this is the first he is hearing of this and he will check into it.

Mr. Vachon said he agreed about looking into it and asked if they went into a convenience store and just walked around and not buy anything because they didn't find anything they wanted type of thing or if it was such as a machine shop where they just strolled around type of thing.

Mrs. Morin said it was at Energy Resources.

Mr. King said if it was an annual inspection there should be notice given not everybody has the opportunity to just stop what they're doing just to show people around when they feel like it.

Mr. Vachon asked Mr. Dickie to look into this and let them know what he finds out.

**Meaderboro Rd.** - Mr. Staples asked Mr. Brannan if he went to look at those culverts.

Mr. Brannan said yes on Old Range Rd.

Mr. Staples said the ones on the side of Meaderboro Rd. are what they're worried about.

Mr. Brannan said a couple of the culverts are absolutely no good and one of them has a hole right in the middle of it that is pretty obvious. He said if you look up through them you can see where the vehicles have been going across and there are depressions in the top of them. He said if he was doing that as a contractor, he would rip them out and throw them away.

Mr. Staples asked if they were not savable.

Mr. Brannan said not in his mind. He said if they were to do it the culvert is \$1,600 and if you take FEMA rates and our hourly rate and materials, they're probably looking at between \$6,000 and \$7,000 to put it in as there is 80 ft. of culvert there.

Mrs. Titus asked if the Town was responsible for them.

Mr. Brannan said he didn't believe so. He said they haven't found any paperwork for the property owner that was here and there another property owner that lives out there and he has an easement to utilize Old Range Rd. for access.

Mrs. Titus asked if he is damaging it or making this problem if he was responsible for taking care of the road after.

Mr. Brannan said he thought the location of the signs was incidental because you really can't put it right on the edge of the road. He said at the culverts would be a tough spot because the people need to be able to keep that entrance plowed out.

Mr. King asked if those culverts are not replaced if they are able to maintain the ditch line on Meaderboro Rd.

Mr. Brannan said the water is going through them right now. He said there are two 40 ft. runs so there is 80 ft. of pipe.

Mr. King asked for the size of the pipes.

Mr. Brannan said they are 15 inch pipes at \$20 a ft.

Mr. King asked if there should be a different culvert like a 24 inch single.

Mr. Brannan said they don't have the depth for that.

Mr. Vachon asked if they were ADS pipe so you need 18 inches of cover because it's plastic.

Mr. Brannan said yes but they aren't going to get that.

Mr. Vachon said even if they reset them, they're not going to get 18 inches of cover over the ADS.

Mr. Brannan said they're basically right at the top of the grade right now.

Mr. King asked how much cover they can get on a 15-inch culvert.

Mr. Brannan said if they re-plate they might be able to get a foot and they'd be pushing it at that as there is just no room on the outlet side. He said if they're installed properly with good material a foot should hold up and these have probably been in there since somewhere around 1991 when it was subdivided.

Mrs. Morin asked if that culvert fails how many people are going to be stranded.

Mr. Brannan said there are 2 residences.

Mrs. Morin asked if it would be between those 2 residents to figure out how to put a new culvert in.

Mr. Brannan said there are other landowners out there so he didn't know how that all works out. He said typically if you have a Class VI Road the Town is not required to maintain it. He said you can legally go in there if you wanted to and make the road so its passable once a year and the reason being if you have to get firefighting equipment out there or something you can but typically you don't maintain it like you do a regular dirt road.

Mr. King said that's why it was discontinued it by a vote of the town. He said he didn't know when this one was discontinued but there were a lot of old town roads that were discontinued whether they were thru roads or just spurs but the town voted over the years to discontinue it.

Mr. Brannan said he would guess that it probably never was and back in the day if there were no residents on it they just stopped maintaining it. He said part of the regulation of Class VI roads is if you're not maintaining them for 5 years, they can go to a Class VI status period you don't have to discontinue the road technically. The discontinuance is the 5 years without maintenance. We haven't maintained that road and patching up the culvert so that emergency vehicles can get through I don't believe is going to constitute maintenance he said.

Mr. King said they have \$1,600 in costs plus the materials and asked if they have adequate materials or if they have to buy the materials needed.

Mr. Brannan said they have material the big thing is if they do replace them they're taking ownership of the maintenance of that.

Mr. Vachon asked if they don't replace them how much of Meaderboro Rd. they would lose when they wash out.

Mr. Brannan said they over topped back in Dec. but they didn't lose any of the road. He said he didn't think they get a lot of water through there but enough where they need the culverts. He said they still have a little more research to do too and they have to go back and look at when the property was subdivided, figure out if there was anything through the planning as to where the access to that property was supposed to be because technically if you subdivide that piece of property on the corner of Meaderboro Rd. and Old Range Rd. if the access is going to be on Old Range Rd. it should have been in writing.

Mr. King said it's unlikely that in this town somebody put access requirements on that subdivision (30 years ago).

Mr. Brannan said he would be surprised if it's there and it comes down to the simple fact that they're not maintaining it and we haven't maintained it for many years.

Mr. King said they went out and patched it last fall.

Mr. Brannan said they threw some gravel over the top, took the rock that was blocking them and put it back on top so the water would go back through.

Mr. Staples asked with all the other patchwork for the private driveways and everything else he did how many did he go back and finish and fix.

Mr. Brannan said none. He said the majority of the work they did was on the street side of the culvert and if they're on that side of the culvert you're basically on the edge of the shoulder and the ditch so you have to watch out for cars driving in close. He said very few of them washed out on the back side and if the water can go to the back side of the culvert chances are the land slopes down and there's not even a culvert there.

Mrs. Titus said buses turn around on that road and she heard that it was really deep and the buses had some trouble. She asked if went up there and did anything with that.

Mr. Brannan said he believes they are going to be up there tomorrow morning and try to take care of it as best as they can and the turnarounds need to be worked on anyways.

Mr. Dickie said he went up there today and he drove his truck in the turnaround and came back out and he didn't have any issue with it. He said it may have dropped down about 6-8 inches and there were a couple of puddles in the front of that but in the back it was fine. He said in the springtime it probably is muddy and they probably should put some good material in there to minimize that but right now the bus can turn around.

Mr. Staples asked if they were talking about the turnaround that's down past the dairy farm.

Mr. Dickie said yes, it's down by the Town line. He said they don't use Range Rd. to turn around that he knows of.

Mr. King and Mr. Staples said the resident (at the previous meeting) said that he thought they did.

Mr. Vachon said they didn't need to be putting gravel on the end of that road in a non-emergency because that's maintenance so he was glad he clarified that it's the bus turnaround and not Range Rd. where the bus has occasionally turned around.

Mr. Brannan said Mrs. Titus was talking about the turnaround for the buses.

Mr. Vachon said it sounds like Mr. Brannan and Mr. Dickie are still doing some research on Range Rd.

Mr. King said he would hold off his motion then.

Mr. Brannan said from what he can see he doubts they're going to find the paperwork.

Mr. King said they need to treat it like in some ways they've done with driveways where if they pay for the culverts we'll put them in.

Mr. Staples said that guy made it very clear last week we can go to hell.

Mr. King said that is their prerogative and he was saying that might be a motion when they get this resolved and it may not we'll see what the facts say. Maintaining that ditch line is a concern for us where that water is so if they're not willing or able to do any cost sharing then I don't think I'm going to be inclined to go out there and fix it for free he said.

Mr. Brannan said there are other avenues aside from fixing it they're not good ones but legally there are other avenues.

Mr. Vachon asked if he and Mr. Dickie could have their research done and report back to the board next week.

Mr. Brannan said they still have to look at the original subdivision to see if there is anything there and they might even try checking with the previous owner and he thought they could have it done by next week.

**EDC News-** Mrs. Titus said the Economic Development Committee needs new members as do some of the other boards and committees in town.

Mr. Dickie said he talked to the Chair (Danielle Harris) and he asked the Finance Administrator if she knew of any people that might be looking to get in on it and she did not and that he didn't know of anybody.

Mrs. Titus asked if the EDC could have an update on the drilling information (at the old fire station lot) when he receives it. She said also they keep asking when they are going to sell the property and what they are going to do and she told them they are in the drilling phase right now.

Mr. Dickie said when it went out for quotes for the second time which closed on the 29<sup>th</sup> there were no additional bidders for the property as they posted it. He said Planning Director Kyle Pimental suggested that they wait until they get the results back and then they can repost it if it comes back clean.

Mrs. Titus asked if that is something that maybe the auctioneer can sell too.

Mr. Dickie said it's possible if that is what they elect to do. He said he had to get the list of properties to the board and if they want him to include that on it, he can.

Mr. Vachon said it is a Town owned property and he would like to see it on there.

Mr. Dickie said if they do that, he would suggest that they wait for the results to come back and make sure that it's clean.

**Goodwin Library Fundraiser-** Mrs. Morin said the Friends of the Goodwin Library are having a fundraiser at Mooyah on Oct. 12 from 3 to 8 p.m. and they will receive 10% of the proceeds.

**Vehicle Repairs Needed-Ford Explorer-** Mr. Dickie said they had the Ford Explorer up on the lift and the Town mechanic did the inspection and the frame has rusted out in the front and in the back where they did the welding. He said the way they welded the frame has held up but there are some rust holes that developed on the side of it that need to be fixed and they can possibly fix it but it needs to be encased to fix it.

Mr. King asked if they had somebody else make the repairs before and did, they ask them for an estimate.

Mr. Dickie said they didn't but they can.

Mr. King said they should ask that person for an estimate and based upon the estimate decide what to do. He said he didn't want to add it to the Town mechanic's plate because winter is coming and other stuff and asked them to get a number on it. He said the vehicle overall is mechanically pretty sound but asked how much it would cost for this repair and how much they



are going to get out of it maybe a couple of years. It certainly needs to be undercoated if they do the frame repair but at a good price and they may say they can't do it he said.

Mr. Brannan said he thinks most of the rust is rusting from the inside out and it's going to be hard to see or protect it even after they patch what they have. I think you're just going to be chasing it because you patch here and go back and patch here and it's going to be a non-stop thing, and it does need some brake work too he said.

Mr. King said they can put a price on that too and asked him to get a quote on fixing it up.

**2004 International Six-Wheeler**- Mr. Dickie said the ECM is the computer for the truck and they tried sending out the old one to get it repaired and that isn't going to work so they're going to have to get a new ECM. He said it's roughly \$4,500 for the ECM and then you have to program it and there are a couple of other steps so by the time you're done it's about \$6,000 for the ECM.

Mr. Vachon said it's a common problem.

Mr. King asked if they could get one out of a similar truck in a junkyard.

Mr. Dickie said they could search around.

Mr. Vachon asked if it was about \$1,500 to program it.

Mr. Dickie said there was also one other thing they need to do to it.

Mr. Staples asked if there was anything else wrong with that truck.

Mr. Dickie said as far as he knows no.

Mr. Brannan said at the moment no.

Mr. Dickie said this is the truck that Mr. Brannan uses in town.

Mr. King asked if it's a common repair they can't get one out of a salvage yard that's the same make model.

Mr. Brannan said it would have to be exactly the same or you have to reprogram the ECM to match what you've got.

Mrs. Morin said they're going to have to program it whether it's new or used.

Mr. Brannan said you're still getting another used part. He said if they go spend a couple of thousand dollars at the salvage yard, program it and then it lasts...

Mr. King asked what the warranty is on a new one and then said zero probably. He said depending on what the problem is they could buy a brand new one and it could burn that one out because there is something else wrong with it electronically.

Mr. Brannan said there is always that chance. He said he thought it was \$5,400 for everything when it's all said and done and then they can put it back in.

Mrs. Titus asked Mr. King if he was going to make that a motion to see if they can find the used part somewhere else.

Mr. King said he would like to ask the question if they get a used ECM out of similar vehicle and they reprogram it what that cost would be.

Mrs. Morin asked if it is sitting now and they can't use it.

Mr. Brannan nodded his head yes.

Mr. Vachon said yes and that ECM stands for Engine Control Module.

Mr. Staples asked if they used this truck for anything besides plowing.

Mr. Brannan said right now they have it set up so they could put out some shoulder gravel. He said there's no dump cart on it that thing was taken off a number of years ago because it was pretty well rotted out.

Mr. King said if they asked the question, he was pretty sure he could put his hands on one at zero cost. If it fires up then they have to re-flash it, if it doesn't fire it doesn't fire, he said.

Mr. Brannan said the first thing they're going to do is plug it in and check it and that's \$275 and \$650 to program it. He said they plug it in and if it doesn't work, they send it down there and you're going to spend \$900.

Mr. King said if they have our mechanic put the ECM module in and see if it fires and if it fires then it's worth going to the next step. He said if it doesn't fire up it could be more than the used ECM because he knows it came out of a running truck and is just sitting there.

Mr. Brannan said drop it off and they'll plug it in.

Mr. Vachon asked if they put a bunch of work into the 2004.

Mr. Brannan said they put a body control module in it 3 or 4 months ago and the ECM had a bad battery in it so they managed to plug it in and get the battery to take a charge but they also said if it doesn't take a charge then you can send them out and rebuild them.

Mr. King asked if he gave him a cost for that.

Mr. Brannan said you could spend well over \$2,000. He said it's unfortunate that they have to put the money into this truck that he didn't think was worth it. He said if it was all running with the sander and the plow it might be \$10,000 or \$15,000 if you're darn lucky. But right now, we can't afford to be without it he said.

Mr. King asked him to have the mechanic call him and tell him what to pull off.

Mr. Brannan said to open the hood, on the driver's side on the motor just in front of the firewall there will be a box and a plug and to pull the plug out and remove them.

Mr. King asked him to have the mechanic send him a picture of it.

Mr. Vachon said he thought they did more work to the '04 in the past year or so.

Mr. Staples said they don't get reports on the trucks anymore.

Mr. Vachon said he thought there was work involving the kingpins or the clutch.

Mr. Brannan said no that was the '05 which is at DiPrizio's for kingpins and the exhaust.

Mr. Vachon asked if that one got turbos.

Mr. Dickie said that was on the 10-wheeler and they had to sand that face.

Mr. Vachon said it seems like the '04 comes up a lot.

Mr. Staples asked what happened to the reports they used to get with all the maintenance on the trucks.

Mr. Vachon said they asked for them last week.

Mr. Dickie said they just went through all of the inspections trying to give them the report.

Mr. Staples asked if it would be monthly again.

Mr. Brannan said he is here monthly anyway and he would start getting them to the board. He said he would take a picture of where you have to look for the ECM on the truck and send it to Mr. King because the mechanic is on vacation.

Mr. Staples said the new part has a one-year warranty.

Mr. Brannan then said the screener is in the pit so hopefully they will get their sand screened this week and they will get on the rock crushing after that.

He said they haven't done much road grading but they've done a lot of potholes in last 2 weeks.

He said they got the playground to a point where nobody has to worry about it until next year and there is more work to that project but the Rec. Director can speak on that.

Strafford County Delegation Meeting- Mr. King said in their packets they had a notice of a public meeting of the Strafford County Delegation.

Mr. Dickie said that was an FYI for the board to let them know there are meetings going on at the (county courthouse).

Mr. King said one thing to be discussed was an increase in the Sheriff's fees as outlined in HB 36 effective Jan. 1, 2024 and asked if that would be transferred onto the Town.

Mr. Dickie said he believes it does and it comes down through to the towns and cities in Strafford County that have to pay that rate.

Mr. King said he didn't know and based on talk about opening the vote for a new County Attorney because Tom Valardi has moved on it begs the question on where we are at with increases from the county that they need to budget for. He said he heard a rumor that the dispatch fees are going up and some other things and asked what the increase is going to be this year and if this is something they should "squeak" about. We have a county tax and now we have all these fees on top of the county tax especially with the increase on the Sheriff's fees based on some things that happened in the Sheriff's Dept. and are we covering the cost for money that was inappropriately spent he said.

He asked if we have to bear some of that burden and that he didn't think we should. He said he was putting it out there for what we are looking at for the county and why are we paying on both sides. We are paying a county tax and then we are paying all the increases for the services that are mandated that should be covered in our county tax. Maybe we have to complain to the County Commissioner saying we are already paying for this why are we paying for it again he said.

Mr. King said they are talking about spending an enormous amount of money for an expansion or redo of the rest home and we saw some of the plans and it's like they have a bottomless pit of money but it comes from us. Food for thought he said.

**10). Next Meeting:** Monday, October 9, 2023

Mrs. Titus said next Monday is a holiday and asked the board if they are all planning to be here.

Mr. Staples and Mrs. Morin said they would not be here.

Mr. Vachon said that 3 of the 5 board members would be here so they could have a meeting.

Mr. King said unless they feel there doesn't need to be one.

Mrs. Morin asked if they wanted to do it like they have done in the past if something comes up.

Mr. Dickie said if something comes up that they need to meet on he'll radio out. He said he could schedule it and if he doesn't need it, he can radio out to the board.

Consensus of the board was tentatively the next board meeting is on Oct. 9, 2023 (Columbus Day) unless there is no pressing business and then it would be the following Monday.

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

**Motion:** (King, second Titus) to enter non-public session under RSA 91-A: 3 II (a) Compensation passed 5-0 by a roll call vote (Vachon, King, Titus, Staples, Morin-aye) at 7:39 p.m.

**Motion:** (Titus, second Morin) to come out of non-public session passed 5-0 at 7:59 p.m.

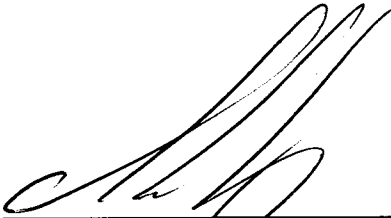
**12). Adjournment:**

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

Kathleen Magoon  
Recording Secretary

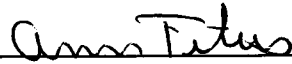
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Gerry Vachon, Chairman



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Charlie King, Vice Chairman




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Ann Titus

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Douglas Staples



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Penny Morin