

Town of Farmington  
Board of Selectmen Public Meeting Minutes  
Monday, December 4, 2023  
356 Main Street-Farmington, NH 03835

**Board Members Present:**

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

**Board Members Absent:**

Doug Staples

**Others Present:**

Ken Dickie, Town Administrator  
Police Chief Scott Orlando  
Police Capt. Evan Favorite  
Town Clerk Becky Dickie  
Finance Admin Kelly Heon  
Highway Dept. Supervisor Ed Brannan

**1). Call to Order:**

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

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

**Motion:** (Morin, second King) to enter nonpublic session under RSA 91-A: 3 II (a) Compensation passed 4-0 by a roll call vote (Vachon, King, Titus, Morin-aye) at 5 p.m.

**Motion:** (Morin, second King) to come out of non-public session passed 4-0 at 5:24 p.m.

**3). Non-Public Session B:**

**Motion:** (Morin, second King) to enter non-public session under RSA 91-A: 3 II (a) Compensation passed 4-0 by a roll call vote (Vachon, King, Titus, Morin-aye) at 5:24 p.m.

**Motion:** (King, second Morin) to come out of non-public session passed 4-0 at 5:35 p.m.

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

**Motion:** (King, second Morin) to enter non-public session under RSA 91-A: 3 II (a) Compensation passed 4-0 by a roll call vote (Vachon, King, Titus, Morin-aye) at 5:37 p.m.

**Motion:** (King, second Morin) to come out of non-public session passed 4-0 at 5:42 p.m.

**5). Reconvene Public Session:**

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

**6). Pledge of Allegiance:**

All present stood for the Pledge of Allegiance.

**7). Public Input:** None

**8). Review of Minutes:**

**November 13, 2023-Non-Public Sessions C & D-** No errors or omissions

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

**9). Old Business:**

**Town Clerk/Tax Collector Budget-** Town Clerk Becky Dickie said the biggest thing is under the Asst. Clerk that line item has been increased. She said Michelle is full time and she would like to hire someone to train them and have them be willing to run for Town Clerk/Tax Collector in 2025 when her term is up and she does not intend to run. She said Michelle has offered to go to part time so they still only have to do one set of benefits for the year. She would stay full time until we hire the new person and then drop back to part time and we would have the other person. They would be away for training for a bit but hopefully it would be on days that Michelle is here she said.

Mrs. Dickie said she didn't know the top level for the range for that and that she has it calculated in there at \$20 an hour but she didn't know what it's going to take to get someone in. She said with Pat and Michelle, Pat has been here 5 years, Michelle has 20 years of experience and 10 years as Town Clerk/Tax Collector, Pat has been her Deputy for 3 years and has learned and taken over quite a bit. She said Michelle would be under the new person coming in and Pat would barely be above them so she would like to raise both of them but that is not in these numbers but it's something she wanted to discuss with the board because she didn't think it was very fair to bring someone in...

Mr. King asked for their current rates.

Mrs. Dickie said Michelle is at \$18.95 an hour and Pat is at \$20.50 an hour.

Mr. King said Michelle is full time now and is willing to go to part time in this transition in 2025.

Mrs. Dickie corrected that is in 2024.

Mr. King asked if she takes benefits now.

Mrs. Dickie said she does and her husband has benefits that they can use she just wanted to use our benefits while she was here full time.

Mrs. Morin said she was saying that the Deputy Town Clerk doesn't reflect an increase in pay or it does.

Mrs. Dickie said it does not yet and she would like to put an increase in there for her and for Michelle as well.

Mr. King said on some of the other budgets they have had incremental pay raises as part of their budget.

Mr. Dickie said yes.

Mr. King asked if they were put in at typically 2.5%.

Mr. Vachon said that's under Wage Adjustments.

Mrs. Dickie said there is wage adjustment down below for the normal raise in March.

Mr. King said that is probably 2.5% and she was looking additional increase over that.

Mrs. Dickie said yes.

Mr. Vachon said that would be a discussion for a different time in a non-public session to discuss wages and compensation of individuals.

Mr. King said it's important to review everybody here to make sure everybody is on the same playing field. He said they have made adjustments in other depts. and some here incrementally but he thought it was important for them to look at other positions to make sure those are being adjusted accordingly if they need to be and these fall into that discussion.

Mrs. Morin said and probably that new position as well if that new position is tied to someone's benefits. She said somebody else is going to drop down to part time and not take benefits.

Mrs. Dickie said she and Mrs. Heon calculated the benefits for this as one is a 2 person and for the new position they are going to assume they will take the family plan just in case but asked if she had to wait until Town Meeting before she can advertise and get somebody in for this.

Mr. Vachon said yes.

Mr. King disagreed and said they put forth the budget that's an increase and they start operating on that increased budget putting it forth to the town. He said if they had budgeted for an additional position that budget goes forward just like if there was a pay increase. He said if it didn't get approved the Town would have to back up and make some adjustments if it didn't get approved at Town Meeting.

Mr. Vachon then said it's a bottom line budget so they can advertise early.

Mr. King said there have been times like with the 2 Firemen but if it's in an approved budget he didn't think they have to do that but they could. He said in this case because it's difficult to hire people he would start sooner than later.

Mrs. Dickie said she would like but she was not under the impression that she could.

Mr. Vachon it is a bottom line budget so even if at Town Meeting someone wanted to go after that they can decrease that line on the floor but it's still a bottom line budget and the final number is up to the board to decide how it gets disbursed once it's approved. We'd have to find the additional money he said.

Mr. King said they could have 3 new positions some are filled some they are trying to fill and the town cuts the budget by \$1 million and they would have to make changes on those positions and other positions to get to that number. He said on Jan. 1 they start operating on those budgets as if they're going to be approved and if they don't get approved then we have to make adjustments.

Mrs. Dickie said they calculated 8 months worth of the family plan and then the first 4 months as a 2 person plan because that is what is being taken advantage of at this point so they may need to adjust that line a little bit if they're going to potentially get somebody in later Jan. or Feb. She said there is a primary on Jan. 23 which is going to be very busy from starting the year end and tax bills being due Jan. 11. She said she has to have her year closed out before they open in order to keep collecting the first business day of the year so she has to make sure all her numbers are good before we come back. So things are going to be kind of crazy in the first few weeks she said.

Mr. Vachon asked if that is why the ballot clerks, printing ballots went up because we have

more elections this year.

Mrs. Dickie said yes we have 4 elections and they have to plan for a fifth just in case there is an extra one needed such as if someone were to pass in office so they had to have (another election) so those numbers are all up.

Mr. King said we have the Presidential Primary...

Mrs. Dickie said we have the Presidential Primary, Town elections, the State Primary and the State general with the Presidential elections and Jan., March, Sept. and Nov. are when the 4 elections will be held.

Mrs. Morin asked if they need a new ballot machine as well.

Mrs. Dickie said they don't have to have a new one this year and theirs has been working okay and she just had it serviced. She said she told them that it started kicking out ballots more often and he put in a new reader-just the scanner part of it and cleaned it all up.

Mr. King asked if there was a verification test for the machine such as they have 100 ballots that they know what they are and run them through the machine to see how...

Mrs. Dickie said they do that every election. She said when they get the ballots from the Secretary of State's office they look at who's on it and they send us test ballots, they mark them all and then they make a spreadsheet and they go through and hand count all the ballots to know what our results should be. She said then they run it through the machine once and compare the tape and if they don't match then they have to go back through and hand count and make sure it was their mistake not the machine's which 100% of the time it has been since she has been here.

Mr. King asked how many ballots they run through in that test.

Mrs. Dickie said they usually get 50 ballots and they have to run them through 4 ways, face up head first and then feet first and then face down head first and feet first and they have to match all 4 times. She said when they have a primary they get to do that for both parties. There's a lot of pre-work and prep to elections that people don't realize and then afterwards she said.

Mr. King said no one has actually come to him and asked how they know this machine is working good but the answer is it's tested 4 times with 50 ballots anyway you can put them in.

Mrs. Dickie said everybody is supposed to do it for every single election because your memory card changes according to who is on the ballot. She said these come from the state but for the Town elections they make up their own ballots and send it off to LHS which is the same company that produced the machines. We send them a Word document, they generate the ballot, they send it back to us, we approve it and then they print them and send them and then we do our testing she said.

Mr. King said as far as the consideration of the payroll adjustment for 2 people he suggested that she talk to Mr. Dickie and maybe the board can discuss that next week before the start of the public meeting because they have some other people in that same mix because they want

to make sure it gets in the budget and not wait until later because then they'll need some more money. He said hopefully they can go through the other people as part of those other budget line items so they can look at everybody and where they're at.

**Town Office Current and Future Staffing-** Mr. Dickie said about a month ago they discussed potentially moving people around and they asked to have a study done of the office area and come back with the needs were going to be so this (organizational chart handout) is his stab at it. He said he didn't know if they ever had one before but where he comes from the "org chart" is what they live and die by so he put one together for the Town so when he goes on to his "greener pastures" the Town will still have this kind of flows to what he'll be pitching tonight. He said currently we have 1 opening in the Planning Dept. for the replacement of Melissa Drury which is part time at 24 hours a week. He said we have a part time Assessing Clerk at 24 hours a week who reports to Mrs. Heon, a part time Planning Coordinator at 28 hours a week that reports to Bldg. Insp./Code Enforcement Officer/Health Officer Ron LeMere, Mrs. Heon is the Finance Administrator and Human Resources and Erica Dickie-Yelle is Secretary and Welfare. Mr. Dickie said when they took a look at it this is what they came forth with so looking towards the future should the board adopt their proposal it would be that Mr. LeMere would still be the Bldg. Insp./CEO/HO and he would have the part time 24 hours replacement person and the part time Planning Coordinator reporting to him. He said the replacement would be working 24 hours and asked the board to note that his intention was this person would either work Wed. thru Fri. or Mon. thru Wed. and he was keying in the beginning and the end of the week. He said for Mrs. Heon and Finance she already has the part time Assessing Clerk working for her and the intent of this part of the re-org was to move Mrs. Dickie-Yelle under her and she would absorb H R.

He said the addition that they would look for when they came forth looking for safety and hours one recommendation is to see if they need a part time person so his suggestion after talking to Mrs. Heon and Mr. LeMere and coming up with a mutual decision was they would like to have a part time person that is in charge of communications. He said communication would not just be communicating with residents coming in but would also update the Town website and making sure it's up to date and the things that are out dated are taken out so they don't keep stumbling on that. He said also has knowledge in Planning because there are a lot of times when people are coming in looking for permits or paperwork to apply and that could be handled at the front desk and not have to interrupt the back office and make them more efficient. He said they would be the Secretary in charge of all the minutes for these meetings and making sure they're all updated and filed properly and that person would be directly reporting to him. This person we're looking to work Tues. thru Fri. or Mon. thru Thurs. that way they'll be here Mon. thru Thurs. but the person taking Melissa Drury's place would be here the days that they're not so we still have full coverage out at the front desk.

Mr. Dickie said that would take HR from Mrs. Heon and himself and they try to work out any



employment or policy issues together but a lot of those interruptions take time and are not something that gets resolved quickly. He said they need somebody that can buckle on to that and give that more time to better represent our employees.

He said something they should weigh on is Finance or the Town Administrator being involved with H R we're here to save money and sometimes employees need better representation to be able to stand up for them and they feel like they're represented. I would still own it as the Town Administrator and they would still come to me for a decision which would ultimately come to you guys based on the org structure and how it would flow up he said.

Mrs. Heon said this is something that is not going to happen overnight so she would still be involved with HR working towards getting that into a better place but the reality for Mrs.

Dickie-Yelle being the Selectmen's Secretary at that front desk and Welfare is whenever she has a welfare client she needs to take them into the Welfare Office and sometimes those appointments can be as long as 2 hours and now we have the front desk unmanned for 2 hours. She said they felt the position of Welfare and matching it with the duties of a Selectmen's Secretary doesn't really blend but giving her duties that could keep her in a back office and not have to be at the front desk and then manning that front desk which when they spoke about a month ago is the direction they are looking to go to have that desk always manned.

She said that is when they started talking about what functionally and logistically works and having the Welfare person sitting at the front desk doesn't make sense because for half of the time that desk is unmanned when they're working on welfare.

Mr. King said as far as Mrs. Dickie-Yelle's work load what is leaving is the Selectmen's Secretary and sitting there full time. He asked this other person would be there part time for 24 hours.

Mrs. Heon said they were looking for 32 hours.

Mr. King said the 32 hours would be staggered and other people are going to have to be at that desk and asked when that person is out who is going to be at that desk.

Mr. Dickie said it would be the Planning Secretary they're looking to hire to replace Mrs. Drury.

Mr. King asked who it would be if she was out too.

Mrs. Heon said they would have to figure that out.

Mr. Dickie said they would probably ask Mrs. Dickie-Yelle to cover it and they've manned it before and they'll cover it.

Mrs. Morin said they could always call the other part time person in as well.

Mrs. Heon said they have covered the front desk with a temporary person before but she didn't know that they would need to do that. She said they could make it work with the staffing they have now by adding another person.

Mr. King asked when Mrs. Dickie-Yelle is out if they both would pick up the payroll and HR.

Mrs. Heon said they have a plan and she has already taught Tabby Scott how to do payroll so she can be backup and the final goal would be that she is only doing payroll when they're not here but she is hoping for that to be Mrs. Dickie-Yelle with Ms. Scott as the backup and she is

the backup-backup. She said they've spent way too long in this office with only one person knowing how to do certain jobs. We've worked really hard this year to teach and cross train and we definitely don't want to lose that she said.

Mrs. Morin said she understands the reason for part time people but is it really something that they just want to stick with part time people because she didn't know that they would get candidates that want to come in on a part time basis. She asked if anyone has applied for the Planning position.

Mr. Dickie said he would like to have full time but he is trying to soften the blow on the budget. Mr. King said and on the taxpayers. He said with our benefits rate that position goes from \$20 an hour to \$30 just like that.

Mrs. Morin said but if they are not putting anybody in that position.

Mr. King said they haven't advertised it yet.

Mrs. Morin asked if they have advertised for Mrs. Drury's replacement yet and if so if anybody has applied.

Mrs. Heon said they haven't advertised it yet.

Mr. Dickie said he wouldn't advertise it until he got the board's approval.

Mr. King said he was okay with putting it as a part time position and this would be 3 part time positions and the next time they need additional resources they consider bringing one of them to full time.

Mr. Dickie said they have been doing it this way and sometimes you find some really quality candidates that are worthy of moving forward. He said they move themselves out in a part time environment and now you know what you are getting because it's not just a simple interview and this way they're here part time and you get to see it.

Mrs. Morin said she just wanted to make sure they can fill those positions.

Mr. King said the Selectmen's Secretary's position has been full time for a long time and it wasn't fully utilized most of the time over the past 12 years which could have been due to the organizational structure or how they were supervised. He said what had happened was because we had a long term employee there who had a lot of time off we needed a part time person there anyways to fill that seat when that person was out.

Mrs. Heon said they are trying not to do that and they are trying to work with what they have.

Mr. King said if we have these people that can cover and that works he is for doing it this way because it's 32 hours more than what we have. He said as they get to the next level if they still have gaps then they can address that.

Mrs. Heon said she would also like to note that they have a really great team in place right now and they have some good momentum. She said nobody is unwilling to help in any other role so she feels like they can...

Mr. Dickie said they all try to cover when someone is out so he is pleased with the internal team they have and all of the dept. heads are very decent. He said he tried to plot out what he

went over and some of them have the positions that have been pitched as the budget went on this is not something that is finalized and that he put it in front of them so they could see how many people are there, what positions potentially are open and get a flavor as to whether they wanted to approve them or not. My intent is to keep that up to date so you'll know he said.

Mr. King said on a couple of these charts such as the Police and the Fire he might want to have them revise these as far as showing how the flow of responsibility may go because right now the structure might be different as far as who oversees who.

Mr. Dickie said before he did anything he wanted to make sure the board was aligned with it and then his intent was to send the individual chart to the dept. heads and have them critique it, get it back and then finalize it and get it back before the board so there is an official org chart because he didn't think they ever had one or at least he couldn't find one.

Mr. Vachon and Mr. King said they have never seen one.

Mr. Vachon said he liked seeing who is working for what but he didn't like seeing a lot of "done" on here (i.e. Ken Dickie done in 2025) in certain years.

Mrs. Heon asked if the board was agreeable to this new proposal with adding a new person and would they be able to post for that position immediately. She said she feels that their only shot at getting it filled in 3 months is posting for it right now.

**Motion:** (King, second Titus) to approve the new part time position for Communications, Selectmen's Secretary, Planning Secretary and for the Town to proceed with trying to fill that position;

**Discussion:** Mr. King said they should put it forth in the budget so that they could start looking for somebody because it may take a while.

Mrs. Titus agreed.

**Amendment:** by Mrs. Morin to also start advertising for the part time Asst. Planning position.

**Vote:** the motion passed 4-0.

Mrs. Heon asked as part of next Monday's discussion if they could also discuss what the wages should be for all of these because they don't want to have disparities.

Mr. King said they want to make sure everybody fits with their skill level, their experience and their responsibilities and keep that in check so they don't get people that are out of balance.

Mrs. Morin said her experience with budgets is just on the School Board but typically they would see the whole budget and then decide if they wanted to add extra positions.

Mr. Dickie said he had a cheat sheet which would give them the overall budget and gave copies to the board.

Mr. Vachon said this was an informative collection of the 2024 budget proposed as it has been presented with the difference.

Mr. King asked Mr. Dickie if in the 2024 proposed if it has these 2 part time positions.

Mr. Dickie said Mrs. Drury's position is already in the budget so the part timer he's adding is on here.



Mr. King asked about the part time in the Tax Collector's office.

Mr. Dickie said it's in here already.

Mrs. Morin said her statement was they typically got the whole budget and then decided.

Mr. Dickie said if they looked at the controllable side right beside it shows part time for Executive for 32 hours which they just discussed, the Town Clerk/Tax Collector part time position there that was proposed earlier and then under Planning last week they discussed that was an additional \$20,000 on top of the \$50,000 that was there so he highlighted that.

He said the Police Dept. has 1 position open to target it's in the budget but it's not an addition.

He said the Fire Dept. had proposed 2 positions and he gave them the cost of what that was for  $\frac{3}{4}$  of the year.

He said the reason that that dollar figure is in Inspection is because  $\frac{1}{3}$  of his salary line they were looking to move under Code Enforcement and it's just what they proposed. He said Highway Administration still has 1 position open and Sanitation Admin has a part time position open that he has been looking to fill. So across the enterprise these are what we have he said.

Mr. King said on the bottom he has tax impact and the first column is 99 cents.

Mr. Dickie said overall its 99 cents and if you break down what is controllable the impact that would have if those were all approved would be 45 cents then if you go across under Health which is pretty much uncontrollable and Health alone is 28 cents and then the wage increase would be another 16 cents. He said of the 99 cents he has accounted for about 90 cents of it.

Mr. King said out of that 99 cents, 45 cents is the new positions whether it's the Fire Dept. part time and this office so if there was no change say they didn't consider any of that they would still have 28 cents in Health increases and 16 cents in wages they agreed to or at least budgeted which is the 2.5%.

Mrs. Morin said it would be the 28 cents because that's considering these controllable so that health insurance coming across is in the 28 cents for that new position.

Mr. King said the Executive doesn't get it but the Fire does.

Mrs. Morin said the TC/TC would be the one that has the new position in it.

Mr. King said the change would be from a 2 person to a family plan so it wouldn't be that 50 it would be less than that.

Mrs. Morin asked if a 2 person plan changed to a family plan would go up.

Mr. King said it would but the difference wouldn't be \$50,000 it would be about \$10,000 maybe.

Mr. Dickie said he was just trying to give them a cheat sheet with the highlights of where we sit right now, what's been proposed and what the impact would be. He said he was not changing it based on what the DRA system tells him he is sticking with his calculations because he was a lot closer last year with what actually went down vs. what that system told him. He said if we were in a perfect world and all the revenues came in and everything worked the way the system was set up it probably would have been nearer to what he put there which was 53 cents but

realistically everything doesn't work perfectly so he is sticking with his 99 cents.

Mr. King asked if this doesn't take revenues into account.

Mr. Dickie said he normalized it because he just compared operating budget to operating budget so that it would and if nothing changed in the revenues that they're currently operating on then that is what the impact would be and if we get more revenues there will be less impact.

Mr. King asked if the \$147,000 for the Fire Dept. is for the entire year or for 8 months.

Mr. Dickie said it's for  $\frac{3}{4}$  of the year and if it was a full year it would be up around \$196,000 to \$200,000.

Mrs. Morin asked if they should budget for the full year because they're going to go for the next 3 months anyway going forward to the next budget.

Mr. King said he proposed doing it like the prior year where it's after Town Meeting when the budget was approved that they'd be hired so that is what he put for the cost but the true cost is \$200,000 for the year so the incremental change even if you started mid-year is more than a 15% increase in his budget because they are going from \$1.13 million to \$1.33 million but you're only adding \$147,000 if you delay the hiring until after Town Meeting if we choose to add 2 more full time people.

He said on the Inspection he put \$29,800.

Mr. Dickie said because the proposed budget was to move a portion of his salary into Code Enforcement because they looked at his numbers when he put his budget together and 50% of his time was on Code Enforcement.

Mr. King asked what the revenue stream looked like in that fund where they put the Building Inspector fees.

Mr. Dickie said he thought that was running behind because they're down on inspections.

Mrs. Heon said it's running behind last year but it's still going to be in the positive by the end of this year but the reasoning behind that was the Bldg. Insp. fees should not be paying for the Code Enforcement job so that's why they were trying to move that portion of his salary out of Fund 12 and put it into the general fund.

Mr. King said he didn't necessarily disagree with that but asked if they should consider saying we've had this fund and it's been back and forth over the years and the fees need to be based upon what is usual and customary in the surrounding communities and that's how they priced it so in some years it's cash positive and some years it's not cash positive as far as covering the expense.

Mrs. Heon said the problem is if you're depending on that fund to pay his entire salary the fees have to make it.

Mr. King asked if they would be better off to stop doing that.

Mrs. Heon said she would be totally in favor of that and she would be in favor of having the fees go into the general fund as revenue.

Mr. King said that doesn't change the bottom line.

Mrs. Heon said it might actually make it better because if there was a surplus then they would be able to use that to offset other parts of the budget.

Mr. King said right now if it's in the negative they would have to raise and appropriate to cover his pay.

Mrs. Heon said if it's a negative it's a problem.

Mr. King said because they would still have to cover his salary.

Mrs. Heon said she agreed but to do that they would have to have 2 different warrant articles because you would have to have his whole salary in the 01 budget and you'd also have to have an article to eliminate it but you'd also have to have a default if it didn't pass. She said if the townspeople decide that's not what they want that they don't want the Bldg. Insp.'s salary to go back into the general fund you'd have to have it fashioned 2 ways and present 2 options.

Mr. King said they present it to put it back in there, they put his entire salary in the budget and put forth the warrant article to get rid of it.

Mrs. Heon asked what if they say no.

Mr. King said then it stays the same and then they have budgeted more raise and appropriate than they need to.

Mrs. Heon said she would not disagree with him and they tossed this around and that's where Mr. LeMere would like to land eventually and she thinks that the right thing is just to eliminate this fund all together and just have all of the Bldg. Insp. fees go to the general fund.

Mr. King said in years past some of the residents were concerned that we didn't have enough work for a full time Bldg. Insp. but that job has morphed into so many other things that we need for the town-the Health Officer and Code Enforcement is a big portion of it.

Mrs. Heon said Mr. LeMere has actually done backup welfare all year.

Mr. King said he has no issue with bringing this before the voters and that they could make a solid argument to do that.

Mrs. Heon said then they would need to go back to the drawing board with the budget.

Mr. King said on that line item but he didn't know how the rest of the board felt. He said they have struggled with it at times when it wasn't enough, they brought Mr. LeMere on and it wasn't enough, it wasn't calculated right and they keep chasing their tails trying to make sure that they've covered everything. The fees are the fees and we need to charge a reasonable amount for inspections and permit fees and if they keep it equitable to the surrounding towns and not be too much or too little then the revenues would stay where they have been and if our costs go up or down that's a separate issue. The revenues go into the general fund so the bottom line of the budget isn't really going to change what we put forth he said.

Mrs. Heon said it isn't any different than any other depts. that are...

Mr. King said if they put forth this warrant article to remove it and it doesn't pass at Town Meeting they could reduce the budget by \$65,000 and put it back to the old system.

Mrs. Heon said they could talk to the Town Attorney about how to craft this so...

Mr. King said that's if the rest of the board is agreeable.

Mrs. Morin said it makes sense but asked if it makes sense this year or if it's something they need to research and bring it forward in the next budget.

Mr. King said he thought Att. Roman could answer that question. If it's simple enough to do we'll do it and if it's not simple then we may have to do it over 2 years he said.

Mr. Vachon said if he was reading this right there was \$43,000 carried over from 2022.

Mrs. Heon said that sounds about right.

Mr. King said they would take that \$43,000, cease that fund and put that in the...

Mrs. Heon said it would be whatever is in the fund at the end of the year.

Mr. King said that would go in the undesignated fund balance and that would go towards capital expenditures or to buy down the tax rate.

**Motion:** (King, second Titus) to look into eliminating the Building Inspector Special Revenue Fund and putting it under general taxation passed 4-0.

**Police Retainment Strategy-**Police Chief Scott Orlando said he wanted to discuss 2 things with the board tonight and one was he wanted to readdress the board regarding their firearms project. He said the last time they discussed it he sensed a little bit of anxiety or stress regarding their final operations plan so he wanted to say they addressed it and finalized that and he would let Capt. Evan Favorite talk about that.

Capt. Favorite said they did a pretty in-depth operations plan that they handed in on Friday and hopefully it addresses any concerns the board had. He then gave the board a quick final summary as follows:

New Equipment- He said they currently have \$956.81 and they are going to purchase the new guns and holsters out of that line. This will leave a negative balance of \$11,521.51.

Ammunition- He said this line is currently at \$1101 and there is correction for this and they originally had it at \$500 and it's actually \$480 which will leave \$621 left in the Ammunition line from 2023 with an overall cost of \$12, 282.32 that includes holsters, shipping and the firearms. He said he was open to any questions the board had in reference to the plan.

Mr. Vachon said he brought up some questions about this and the training prior to sending them back and some concerns that he had and this pretty much answered his concerns.

Mr. King asked for the total return on the trade-ins. He said they had an initial number and asked if that changed or got any better with the ammunition or the old weapons.

Capt. Favorite said it should have been listed as \$315 and it should be in the quote. He said \$6,300 should be the final return they have on that for the trade-ins for the 20 firearms.

Mr. Vachon asked if \$315 was the original number and he thought it was \$300.

Capt. Favorite said it was \$300 and he asked for an updated quote and they gave us \$315.

Mr. Vachon said that would still keep it under the \$13,000 that was previously approved as a not to exceed number. He said they over expended the New Equipment line but they were still in the positive quite a bit under their overall budget.

Chief Orlando said the bottom line would still be in the positive and the Personnel line because of the vacancies will cover that project.

Mr. Vachon said he knew there was still quite a bit in that budget so that's why the Chief requested to do this with excess funds from the budget this year that was already set aside for the Police Dept.

Chief Orlando said doing this project now helps bring down the New Equipment line for the proposed 2024 budget.

Mr. Vachon said he read through the plan and he thought it was well written and thought out. He said he was okay with the plan once he saw the total cost was under the \$13,000 and asked if there were any questions from the board on this.

Mr. King said referring to the PMO-Pistol Mounted Optics they cite some disadvantages and then they list a bunch of depts. that have migrated to that. He asked for the disadvantages and the advantages of the PMO which is basically a red dot.

Capt. Favorite said there are U.S. studies so there are a bunch of cities that have gone to this but they also put it as a localized study from depts. that are close to us that have spent time on the weapons system along with their feedback on it. He said the downside to it is the cost it's a more expensive system than if you were to run iron sights.

He said the pros of it are universally it's been shown that it is a better firearms system for everyone in the dept. He said some people have large hands, some people have small hands and there are different skill sets so one officer may not have a higher level of shooting vs. another officer and they try to make sure that they're giving them the best possible platform to be successful with that system.

Capt. Favorite said the other pros of that are just the vantage points of using that particular optic sight a picture, sight alignment is very fast so you are able to fire things a lot clearer and when you're dealing with a circumstance where you may have to use a firearm you are able to see the whole picture and see what's in someone's hands you're not focused on the focal point of an iron sight where all we're seeing is that focus and not what's beyond it.

He said it's a great operating system and a vast majority of the people on the SWAT team use those and what they can do with them is pretty remarkable as far as accuracy.

Mr. King said they have some sight statistics showing with iron sights it's a 70 ft. distance between iron sights and the red dot which is pretty significant.

Capt. Favorite said that study was done by the Manchester PD they did a big portion of this and that's another agency that is moving towards these firearms as well.

Mr. King asked if they haven't done it or they're in process with it.

Capt. Favorite said they haven't switched over yet they're going thru the approval process. He said UNH just transitioned to that, the Dover PD and the Durham PD are transitioning to that. He said the pros outweigh the cons, which is the price and when it comes to getting in a circumstance where you have to use a firearm we want the best tool in the officer's hands to be



able to do that to limit the liability to the officer, to the Town and the circumstances surrounding it.

Mr. Vachon said the iron sight vs. red dot side by side sight picture is kind of fuzzy and asked if you can shoot through the optic with iron sights as a backup in case there's a catastrophic failure during a confrontation. He asked if the iron sights are still usable thru the optic.

Capt. Favorite said yes because they come with suppressor levels sights which are higher so you can see thru plain sight thru the glass. He said if the red dot failed to function they would have a secondary option.

Mr. Vachon asked if they would still train with the iron sights as a backup and there would be some range time with the iron sights.

Capt. Favorite said yes it's very similar to the AR 15 platform so you have the red dot, you have backup sights, it's the same training regimen and if for some reason the red dot doesn't work you can revert back to the iron sights as a secondary platform.

Chief Orlando said he meet with Mrs. Heon and follow their operations plan.

Mr. King asked if by the end of May everybody will be equipped and trained.

Capt. Favorite said the company said 90 to 120 days and there may be a little bit of wiggle room there depending on what happens but that is their projection. He said he has already had conversations with all the instructors that are willing to come do this for free and they said they are pretty accessible so they can figure out a way to get this done. If I only end up with 2 instructors that's still more than I need it just gives us a little bit more on the ground to help us he said.

Chief Orlando said the second part of it is he submitted his monthly report for Nov. and asked if the board had any questions that don't pertain to pages 2-10 because he would like to address that separately if there are any questions regarding statistics.

Mr. King asked if there were any anomalies in those statistics that he wanted to bring to their attention.

Chief Orlando said no.

Mr. Vachon said the offenses looked a little high but not compared to other months.

The Chief said warrants generated one is kind of slow and that is the only thing that glares out at him when they average about 5-6 warrants.

Mr. King asked what he would attribute that to.

Chief Orlando said it could be a lot of factors crimes are occurring in their presence so there's an on-view arrest, there could be things like domestic violence that don't require warrants because there's a 12 hour arrest or it could be investigations are taking longer and are more complex and there may be a spike in the following month or a lot of good things are happening in the community.

Mr. King asked how the transition is going since Mr. Valadi left to his new position with the interim County Attorney.

Chief Orlando said that is an elected position that would be on the ballot in Nov. 2024. He said with the interim when there is someone new you have to learn their style, there are some growing pains and there have been some immediate changes like the felonies first system is changing throughout the court. He said he needed a little bit more time to see if it goes in a positive or negative direction but with anything new there are growing pains.

Mr. King then asked how our new Prosecutor is working out.

Chief Orlando said she is doing very well and there was a transitional period in Nov. where they changed Lt. Matt Embrey was assisting the Prosecutor was because it came upon her last minute and she is now full go on Dec. 1. He said he met with her Victim's Advocate that is part of her law firm today and it is going well but it's too early to tell although he has the utmost confidence that she is going to do very well for us.

Mr. King asked if the community has been able to utilize the Victim's Advocate yet.

The Chief said not yet. He said he would be following up with her quarterly and a good time is in March to follow up with her as she is getting a good 3 months under her belt to see how many times the community is utilizing it. He said for the people listening at home the Victim's Advocate is if you need advice someone to reach out to about the court process and how to go about getting restitution. He said it's a Prosecutor's employee that can do some work for you to rid any stress or anxiety and answer questions you may have because you may not be familiar with the court process.

Chief Orlando said in his monthly report he put a section note on personnel and as they are aware Officer Bart Bentz left us on Nov. 18, 2023 and they currently have 2 vacancies within the dept. He said as a result of the vacancy they also had a Strafford County Chiefs of Police meeting that the Town of Farmington hosted they do it monthly and there was some conversation with area Police Chiefs and it is fair to say that their hiring pool is now a puddle. He said law enforcement and the private sector are going through a lot of similar things but he was speaking on behalf of the Police Dept. He said he got concerned talking with area Police Chiefs in the culture that they're shifting to also made him concerned. He said our officers are very valuable and they may be recruited very heavily.

He said he sat down with each of them individually and found out that a high percentage of our officers have already been actively recruited within the county and the state.

Mr. King asked if that number was approx. 75% of them.

Mr. Vachon read that out of 12 officers 9 have had attempted headhunting and 3 have not.

Chief Orlando said he put some of that information in his monthly report with the goal of making the board aware of the dept.'s vulnerabilities as it pertains to recruitment of certified and non-certified officers, retention of the officers we have and the shift in wages and benefits across the state of NH and Strafford County.

He said secondly he wanted to have an informative discussion with the board to identify any practical things they can do together to minimize any vulnerabilities and with the board's

blessing to suggest any strategies to overcome any vulnerabilities that work for this community. Mrs. Morin said looking at their graph on pages 2 and 3 it seemed like we're going to be continually chasing the bigger number. She said if they were looking at the State Police they are hiring at \$29.80 that's the high side we're going to have to start chasing and as soon as we get to that magic number their number is going to go up and you're going to come back to us and say we have to change that number again. I'm just really concerned that we're continually a number that we're never going to compete with she said.

Chief Orlando said on that Strafford County the average starting hourly rate for an officer with no qualifications is \$26.20 we pay \$22 so he was not proposing any increase he is just having a collaborative discussion on the realities of where they're at. He said if we have a hiring puddle and we're offering \$22 and the State Police is at \$29 with a \$10,000 sign on bonus that being the high the only person that's lower than us is nobody.

He said that's okay and he was not proposing that they have these big shifts he just wanted to open a discussion on this is where we're at, what we can do that's unique or fit for this community. He said there are some strategies when he started looking at this trying to figure out how you decrease vulnerabilities, secure your assets and your officers and there are ways we could do it collectively without increasing taxation. There are different ideas that you could propose without having an increase in the bottom line of the operating budget, there are some that have minor increases and I was looking to have a conversation regarding that he said.

Mr. King said in the report he said that Great Bay has cancelled their courses and asked if that was just once or more than once.

Chief Orlando said it was more than once and the most recent one was in Oct.

Mr. King said the State Police has a very high rate with a sign on bonus because there are not a lot of people wanting to migrate to the State Police like there used to be. He said it used to be the place for people to go and based on what they're asked to do on a daily basis people may say that's not any better or it may not be as good as working for local community.

He said 13 is a full roster and we were at 12 and now we're down two. He said they should keep the potential at 13 but it's unrealistic that we could hire 2 people and fill that next year though he wasn't saying it's not possible. He said right now they're budgeting for those positions and asked if they should take some of that revenue and put it towards some type of employee retention whether it's temporary being a bonus structure or permanent being a shift in the paycheck.

He said you could make an argument for a shift in the pay rate because of what they see but they have a surplus because of the unfilled positions. He asked if they should keep the budget the same or take some of that money but added if they have a chance to hire 2 certified officers they should even if they go upside down because they know through attrition it's going to be difficult to keep that and it's unlikely to happen but he didn't want to say they're not going to fill that position if somebody becomes available.

He said they could put some money in one of the full time positions, some towards employee retention and leave the 2 positions open and if we get lucky they'll worry about it then. That's the approach I would take because sooner or later everyone is upping the ante and we can't go with a \$40,000 sign on bonus that's not going to work so we're going to have to come up with an alternative plan he said.

He said this may be all we're going to be able to hire so what are we going to do differently when we can't staff this many officers so there's going to have to be some operational changes. He said we don't want to lose people now and hopefully it settles out and we make it through to where people aren't leaving just because of money. He said he didn't think people were going to jump just for money if they like it here and some the stuff the Chief showed indicates that but we have to do something. He said this is the money they have to work with and asked the Chief what he would propose.

Chief Orlando said that he and Capt. Favorite depleted their resources and they have hired 7 officers in 2 years and individually their pool is now a puddle as well. He said being an 11 man dept. right now they're in a good position when they compare themselves to Strafford County and throughout the state of NH and they are working effectively.

Mrs. Morin said she would be willing to take the position that they haven't hired and take those funds and distribute them and eliminate that position until the pool changes because they'd still have one open position and if they get somebody...

Chief Orlando said that's another discussion.

Mr. King asked if he had a proposal to say what is reasonable because that may be more than what he needs. He said he didn't run any numbers and asked for the cost for outfitting, pay and benefits per officer per year.

Chief Orlando said \$110,000 is a safe number and that's including Medicare and their percentage of overtime if they were to work all that. He said his placeholder is based on \$27.87 an hour.

Mrs. Morin said if they're in good shape with 11 we would be in great shape with 12.

Chief Orlando said he would agree with that statement. He said preparing all this information to discuss with the board he had some examples. He said if they have further discussion on examples he does get in a hybrid model where he talks about officers individually and he was not sure if that was something they should do in non-public session.

Mr. Vachon said they would have to discuss compensation of individuals in non-public session. The Chief said he would be prepared any time the board would want to have that discussion to include tonight. He said they would be surprised with some of his examples by taking the approach where 1 officer you don't put it on the taxpayers unless someone comes in front of you and how that changes the bottom line. You could accomplish many of your goals without increasing taxation and my bottom line would go down about \$60,000 he said.

Mr. King said this effects the budget so they have to get it done and suggested it would be

about a 1 hour discussion.

Chief Orlando said he thought his delivery would take about 5 to 10 minutes and he could prepare copies ahead of time so the board could look it over. He said he would label it and put all his information into the budget worksheet so they could see how each number changes and how it affects the decision and what the bottom line differences are and he didn't think it would be a very long discussion.

Consensus of the board was to meet with Chief Orlando and Capt. Favorite in non-public session prior to the start of next week's public meeting.

Chief Orlando said he would submit everything to Mr. Dickie and to the Selectmen's Secretary to be forwarded to the board's laptops for review.

**Highway Dept. Amended Budget-Motion:** (Vachon, second Morin) to table the amended Highway Dept. budget as Ed (Brannan) is trying to get some rest before he goes back out again tonight passed 4-0.

Mr. Vachon asked Mr. Dickie to place this item on next week's agenda.

**Auctioneer-** Mr. King asked where they stand with the auctioneer and getting some of the stuff on his plate to move out of the Town.

Mr. Dickie said there is a list of properties and he will get that out.

Mr. King said they also have some stuff up at the Highway Dept.

Mr. Dickie said he would get a list from Mrs. Heon and the Highway Dept. Supervisor and get it to the auctioneer.

Mr. King said when gives the list to the auctioneer he might have a scenario of what he thinks makes sense this time of year and what will take more time than others and it would be nice to see a proposal from him even if it's just an e-mail on how he wants to go about it and the timeframe. I think we're going to need the revenue he said.

Mrs. Dickie asked on the one property that they deeded this past month if they wanted her to send out a letter to get that through.

Mr. King said yes.

Mrs. Dickie said it doesn't mean they have to sell it right away it just gives the offer to clear it so when they are ready to go they can go.

#### **10). New Business:**

**Finance Admin: Trustee Requests-** Mrs. Heon said this was some housekeeping so she could get her requests into the Trustees of the Trust Funds to withdraw money from Capital Reserve Fund accounts for expenditures that they made that they already talked about would be coming out of Capital Reserve. She said the first one is for engineering expenses for the bridge that have been paid thus far to Hoyle Tanner & Assoc. She said there was an article at Town Meeting that \$200,000 for the overall cost for the bridge was going to be expended out of the CRF so they would like to spend that first before they touch any of the proceeds from the bond. She said thus far in 2023 she has paid Hoyle Tanner a total of \$27,610.45 so she would like a



motion to request those funds from the Trustees out of that Capital Reserve.

Mr. King asked if they ever request additional funds in expectation to spend from the Trustees.

Mrs. Heon said what her understanding is and what she has come to expect from the Trustees is that they like to have an invoice and reimburse what has already been paid. She said she does not think they will give them money that they haven't spent and they don't see an invoice for.

Mr. King asked if there was some additional money that may go to the other engineering firm that they used to look at some of this work. He said they had Tighe & Bond do some additional review of this and it might have only been \$3,000 or \$4,000.

Mrs. Heon said she would have to go back and look at those as she didn't recall seeing anything on their bills but she could be wrong which means she would come back and ask them for more money or to request more money if that is the case.

Mr. Dickie said they haven't given him any reports yet on the bridge.

Mr. King said but there was going to be some additional expense from them on this project.

Mr. Dickie said yes.

**Motion:** (King, second Morin) to request the release of funds from the Trustees from the Bridge and Road Design Capital Reserve Fund passed 4-0.

Mrs. Heon said the second request is for expenses associated with the landfill closure. She said those expenses all go to CMA Engineering and Eastern Analytical and thus far for 2023 those expenses total \$15,838.11 so she was looking for a motion to request those funds from the Landfill Closure CRF account.

**Motion:** (Morin, second Titus) that we request the \$15,838.11 from the Landfill Closure fund;

**Discussion:** Mr. King asked if this is for the Year-to-Date.

Mrs. Heon said yes.

Mr. King asked if they wanted to include the ending balances that they're going to expect in 2023 so that removal is for the entire year.

Mrs. Heon said she didn't know how much that would be and she could call and ask. She said these are for the bills she received and paid thus far in 2023 and she didn't know what happens at the end of the year. She asked if there is usually another bill.

Mr. King asked if some of those are a monthly fee.

Mr. Vachon said he thought the testing was done quarterly.

Mr. King said he was under the impression that number was \$23,000.

Mrs. Heon said it looks like every year there is an article on the warrant that talks about \$32,000 but the last couple of years it hasn't been that much. She said she didn't know if that was an estimate they give us so we can make sure that we are requesting enough and she hasn't seen it be that much.

Mr. Vachon said that may be if there was additional testing required if the well goes bad and they had to drill another well.

Mr. King said if they have been asking the taxpayers to raise and appropriate \$32,000 but we

don't need that much.

Mrs. Heon said that it's always intended that it's going to come and then said she didn't think we're putting \$32,000 into the Landfill Closure it's what they were requesting to come out of it.

Mrs. Morin asked if it was an "up to" \$32,000 request in the warrant article.

Mrs. Heon said she'd have to look at it.

Mr. Vachon asked how much is left in that fund.

Mrs. Heon said she didn't know.

Mr. King said sooner or later they would have raise and appropriate those funds once that fund is empty and then they would have to put money in to be able to take money out.

Mrs. Heon said she would get that information for the board. She said as long as there is enough money in that fund she would like to request that so they can be reimbursed.

Mrs. Morin asked if the board could get a copy of the all the trust funds and the CRF's that we have and what is in them.

Mrs. Heon said sure.

**Vote:** the motion passed 4-0.

Mr. Dickie asked Mrs. Heon if she requested \$30,000 for the boiler.

Mrs. Heon said they already did that months ago.

**Hornetown Road Bridge Contract with T Buck Signature-** Mr. Dickie said they had to motion to authorize T Buck to be the going forward contractor but he couldn't recall if they authorized him to sign on behalf of the Town so he did not sign them. He said he had them here and that he had them reviewed by Att. Roman and by Primex and he sent that all out and it got amended but before he signed anything he wanted to make sure it came back before the board whether they were signing it or they were having him sign it.

**Motion:** (Vachon, second Morin) to authorize Town Administrator Ken Dickie to sign the contract with T Buck for the Hornetown Road Bridge as previously approved as a contractor and River Road passed 4-0.

**7 Lincoln Street Surplus Proceeds/Revenue-** Mr. Dickie said the \$180,000 they got for the 7 Lincoln St. properties they had to write out a check and bring it to Strafford County Superior Court where they would hold the check, reach out to any of the siblings that were related to the ones that owned the property. He said they all denied or refused any part of that so she filed with the court to have the money awarded to the Town.

He said through clarification we do not have to have a public hearing because it was Town tax deeded property so that revenue will be coming into the general fund offsetting and it will clear around \$93,000 by the time they get done with the back taxes, legal and anything else that is attached to it. He said she is hoping to have that check back to the Town before year end.

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

**Warrant Articles-** Mr. Dickie said they have some things they talked about like replenishing the water fund if we can, the levee, the bridges and he just wanted make sure he didn't miss

something and asked the board if they happen to think of something to send him an e-mail or a text so he can get it on the list. He said we're sitting at 9.31% in revenues probably around \$400,000 that they might have monies to do with and he just wanted to get it out there so they think about it.

Fire Dept. Fees- He said Mrs. Morin asked a question last week about the Fire procedure by adding in the fees and if they have to have a public hearing and they do if that is something they are going to entertain. He said the Fire Chief embedded some fees in that procedure pertaining to second inspections and there are 4 budgetary items he put in there.

Mr. Vachon said he thought the Chief said those fees were already in place.

Mr. Dickie read annual life safety inspection (\$0), re-inspection (\$50), second re-inspection (\$100), missed or no-show (\$25) and an oil furnace permit (\$25).

Mrs. Morin said some of them were there but they weren't all there and that structure wasn't already in place.

Mr. Vachon said he must have misunderstood because he thought the question was asked and he said he didn't change any fees and that is the fee structure that's been in place.

Mr. King asked where that fee schedule is posted in public and if the board approved that fee schedule. He said it has to be approved by the board just like a Planning fee, etc.

Mr. Vachon said they were told it was put in place by a previous Chief in the 1990's.

Mr. King said they should procedurally go through and update the fee schedules put those on it and if there are any other changes needed on the fee schedule from any other dept. they could take it all at the same time and redo the fee schedule going into 2024.

Mrs. Morin said they could have a public hearing stating what they are.

Mr. King said it was a good time to do it at the beginning of the year and then put everybody on notice and publish it so if it was done before they're just redoing them.

Mrs. Morin said they were working on a piece of the website for the Bldg. Insp. to show fees and that you can do your own and asked if there was someplace on the Town website where the Fire Dept. fees can be put up.

Mr. Dickie said he was sure they could once we learn how they do it there but they want to take it a step further where you can pay online and they were trying to iron that all out and if that does work maybe they can carry it over to other depts. as well.

**12). Cartwright Property Deeding-** Mr. Dickie said at the last meeting he gave the board everything that Planning Director Kyle Pimental sent him and there is a lot of paperwork that needs to be signed. He asked if the board wanted to sign them or if they wanted him to sign them work with legal or however they want to work that.

Mr. Vachon said these aren't the deeds these are just notifying NH DRA.

Mr. King said they were the PA-34 Inventory Property Transfer forms. He asked how it is handles at the Registry of Deeds and if they have to record it there also.

Mr. Dickie said the same thing as they did with the Bradshere property and Att. Christine

(Fillmore) Johnston would submit that to the Registry of Deeds to transfer that over.

Mr. Vachon asked if there were any amendments to the proposed deed language from the meeting when Mr. Pimental was here and they posed the questions.

Mr. Dickie said yes he reached out to the current owner of the properties and she elected to restrict hunting on that property so that was amended.

Mr. King said in that e-mail she indicated that that was what she was carrying forward it wasn't a new decision that's the way she believed it was going to be.

Mrs. Morin said so there is no hunting on that property.

Mr. Vachon said that's correct.

Mr. King said on the ones that are going into conservation the other individual lots they could sell it's not restricted. That's her wishes he said.

Mr. Dickie said that's correct.

Mr. King said the board should sign those.

Mr. Dickie said he could see if she could send them to him electronically and just have the board sign them where they need to be signed if it's any easier.

Mr. Vachon said it looks like it's just at the end where they have to sign where it says Purchasers 1, 2, and 3's signatures are required on all of them. He asked if that is something the board would like to do or authorize Mr. Dickie to sign them.

He read that it says they are filling these forms out ahead of time and they don't do anything with them until the deeds are done.

Mrs. Morin said where it says signatures it says Power of Attorney by checking this box you authorize the preparer listed on this document to act on your behalf.

Mr. King said so they could have the attorney sign on behalf of the Town.

**Motion:** (King, second Morin) to authorize the Town attorney to sign on behalf of the Town regarding the deed transfers for the Cartwright properties;

**Discussion:** Mr. King said that would take the board and Mr. Dickie out of it and they know all the legal things they have to do. He said if they need to have a signature she will just have to bring it to them.

Mr. Vachon said they might want to check with legal because he didn't know if that is what that box is for because it says the purchaser's signature is required. He read by checking this box and signing below you authorize the preparer listed on this document to act on your behalf for this document only including entering the book and page numbers and filing this document electronically. Said authorizes her to fill out the document but it still says taxpayer's signature and information and purchaser's signature is required he said.

**Amendment:** by Mr. King: to include Ken Dickie to sign on behalf of the Town where required; Mrs. Morin accepted the amendment.

Mr. Vachon said she said in her e-mail that she would fill out the book and page for the new deeds once they're known because we don't know what the book and page will be until they

file them.

**Vote:** the motion passed 4-0.

**Meadersboro Road-** Mrs. Titus said she got a phone call from a resident about how busy Meadersboro Rd. was with people buying Christmas trees and stuff so there was a lot of dust and she texted Mr. Dickie about it.

Mr. Dickie said he told Mrs. Titus that the frost has just started setting up the dirt roads and he didn't want to put calcium on that road because it would loosen everything back up and prolong the freezing process so at that point there was not much they could do.

Mrs. Titus said there was a lot of traffic on the day after Thanksgiving to go get Christmas trees and she didn't know if there were any accidents but the video she saw it was bumper to bumper traffic and asked if they should have a cruiser up there or someone directing traffic for the tree farms up there.

Mr. King said that's probably not required and he wouldn't be surprised if each local business would do the best they can to help manage the traffic. He said if they get a complaint regarding it... but he was glad they were busy.

Mrs. Titus said she was glad too but she was mentioning it for safety purposes.

Mr. Vachon said most of that traffic was prior to opening because people wanted the cream of the crop pick. He said people were lined up there 20-30 minutes ahead of the opening because they wanted to be in first to get the best pick of the trees. He said once they opened and the cars started flowing the traffic was better up there but the big backup was a half hour of cars sitting on Meadersboro Rd waiting for them to open.

**Town Christmas Tree Lighting-** Mr. Dickie said the tree lighting has been moved from last Friday to this coming Friday from 6 p.m. to 7:30 p.m. and that they canceled it due to the inclement weather that was coming in with the rain. He said they met with the Farmington Preservation & Improvement Organization and they elected to move it. He said they thought about moving it to Sat. but that didn't give Chief Orlando enough time to work with NH DOT to allow for Main St. to be shut down so they elected to go for this coming Friday.

Mr. Vachon said there didn't appear to be any weather that day and it would be seasonable temperatures.

**Festival of the Trees-** Mrs. Titus said they are having a Festival of the Trees at the Friends of Farmington also. Come get your raffle ticket there and you can maybe win a tree she said.

**Craft Fair-** Mrs. Morin said there is also a craft fair at FHS on Sunday from 9 a.m. to 2 p.m.

**13). Next Meeting:** Monday, December 11, 2023

**14). Adjournment:**

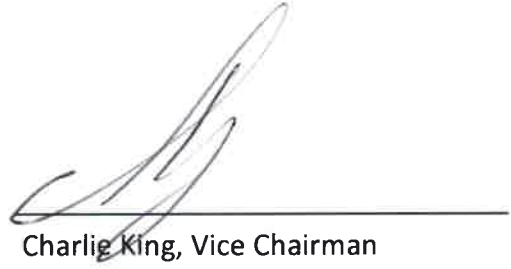
**Motion:** (Titus, second Morin) to adjourn the meeting passed 4-0 at 7:49 p.m.



Kathleen Magoon  
Recording Secretary

A handwritten signature in black ink, appearing to read "Gerry Vachon", written over a horizontal line.

Gerry Vachon, Chairman

A handwritten signature in black ink, appearing to read "Charlie King", written over a horizontal line.

Charlie King, Vice Chairman

A handwritten signature in black ink, appearing to read "Ann Titus", written over a horizontal line.

Ann Titus

A handwritten signature in blue ink, appearing to read "Penny Morin", written over a horizontal line.

Penny Morin