

**Town of Farmington**  
*Board of Selectmen – Public Meeting Minutes*  
**Monday, July 11, 2016**  
**Selectmen's Chambers**  
**356 Main Street**

---

Town of Farmington

Board of Selectmen Meeting

Monday, July 11, 2016

Board Members Present:

Charlie King, Chairman

Neil Johnson, Vice Chairman

Jim Horgan

Paula Proulx

Ann Titus

Others Present:

Town Administrator Arthur Capello

Police Chief Jay Drury

DPW Director Dale Sprague

Women's Club members Kathy King

Sylvia Arcouette

Resident Elizabeth Johnson

1). Non-Meeting Regarding Contracts

2). Call to Order/Pledge of Allegiance:

Chairman King called the meeting to order at 6:40 p.m. All present stood for the Pledge of Allegiance.

3). Public Hearing for Fees:

Chairman King opened the Public Hearing at 6:45 p.m. and read the following notice aloud:

**TOWN OF FARMINGTON**

**Public Hearing Notice**

**Proposed Changes to Planning and Building Fees**

The Town of Farmington will hold a public hearing on Monday, July 11, 2016, at 6 PM at the Farmington Town Office, 356 Main Street, Farmington, New Hampshire, to hear public comment on proposed changes to fees within the Planning and Building Departments.

**Planning:**

Due to the ever changing cost by the newspaper for required advertising, we propose to change the fee of \$75.00 to be charged at the actual cost of the required advertising.

**Building:**

Increase the plumbing and electrical permit fee from \$25.00 to \$50.00. This increase would more accurately reflect the true cost.

Implement a \$250.00 “after the fact” fine for construction work totaling \$5,000 or more for starting work without a permit. Currently there is no fine.

Chairman King then asked for comments or questions. There were no comments from the public. Chairman King closed the Public Hearing at 6:50PM. Discussion included if the board wished to change the total value of the construction work started without a permit, some other area towns charge a fine for starting work without a permit and some towns with a fine don't have a minimum value set for work started without a permit.

Consensus of the board was to set the minimum value of the work at \$5,000 or more.

Motion: (Johnson, second Horgan) to accept the new fee schedule and fine as presented passed 5-0.

#### 4). Public Input:

A). Town Signs-Farmington Woman's Club members Kathy King and Sylvia Arcouette came before the board to provide an update on the replacement of the “Welcome to Farmington” signs. Mrs. King said the group raised over \$4,000 of the \$6,500 needed to replace the two signs through fund raising events and donations. She explained the signs will be constructed of a composite material with gold leaf lettering and erected on two granite posts. The club has placed a deposit for the signs and has asked the company to provide photos of the proposed design in three different colors for the board to review. She added they hoped to complete the project by this fall and suggested the signs could be considered like the front door to the community and should reflect a sense of pride in the community.

Mrs. King said the Woman's Club is selling raffle tickets for a recliner donated by New England Furniture to be raffled off at Hay Day on August 20 and the winner of a quilt will be chosen at the Craft Fair on November 20. Tickets for either/both raffles may be purchased now or at both events. She added anyone wishing to make a donation to the sign project can send their donation to the Farmington Woman's Club, P.O. Box 511, Farmington, NH 03835.

B). State Rep. Candidate- Ms. Arcouette told the audience that she has lived in Farmington for 51 years and is running for State Representative in the September 13 primary.

C). Thanks for Your Support- Police Chief Jay Drury said he wished to thank the citizens for all of their support for the department in light of all of the events happening around the country involving Police officers. He said the department is grateful for the many good things that have come to the dept.'s front door and they intend to pay it forward in the near future.

D). Animal Control Officer- Chief Drury also told the board that he has interviewed two candidates for the Animal Control Officer position and has made a conditional offer of employment to one candidate pending the successful completion of a background check. He said the ACO's hours will include hours during the week and one weekend day. He added he will arrange to bring the new ACO to a board meeting if Selectmen would like to meet him.

#### 5).Review of Minutes:

June 20, 2016, Public Session:

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

June 20, 2016, Non-Public Sessions A, B and C:

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

June 27, 2016, Public Session- Page 3, item 12a- Change the fourth sentence to read “Mr. Capello said they used some savings to pre-purchase heating oil and to cover the increased teacher health costs.” Motion: (Titus, second Johnson) to approve the minutes as amended passed 5-0.

June 27, 2016. Non-Public Sessions A, B and C:

Motion: (Horgan, second Titus) to approve the minutes as written passed 5-0.

6). Hay Day Update:

Selectmen reviewed the Hold Harmless and Indemnification Agreement between the Town (Parks and Recreation Dept.) and T.D. Bank for use of the bank parking lot for the annual Hay Day event on Saturday, August 20, 2016.

Selectman Horgan asked if the fireworks display will be held on Aug. 19th or 20th. Mr. Capello said the display is scheduled for Aug 19th with a rain date of Saturday, Aug. 26.

The board also reviewed a proposal from Pyrotecnico of New Castle, PA for the fireworks show. Discussion included only one response was received from the Request for Proposals, proposals were sought after the company used last year failed to arrive on time and did not set off the fireworks electronically as requested and the town used Pyrotecnico three years ago and was satisfied with their performance.

Motion: (Johnson, second Horgan) to authorize the Town Administrator to sign the Hold Harmless and Indemnification Agreement with TD Bank passed 5-0.

Motion: (Johnson, second Titus) to authorize the Town Administrator to sign the contract with Pyrotecnico Fireworks to put on a fireworks display not to exceed \$3,000 passed 5-0.

Mr. Capello then asked the board if they wished to have table at Hay Day celebration. Selectman Titus said she may be available to tend the table.

Mr. Capello also asked the board if they would be willing to participate in the bed race. After some spirited discussion, consensus of the board was to take part in the race.

7). Motor for DPW Truck:

Chairman King said he looked at the engine in the six wheeled truck that is in disrepair as discussed at the previous meeting. He said it appears the cam shaft has deteriorated causing metal to be scattered throughout the engine.

DPW Director Dale Sprague said repair estimates were received from Dover Motor Mart, Liberty International Trucks, US Engine Production and DiPrizio GMC Trucks and ranged from \$7,500 to \$17,467 depending on if the engine is replaced or repaired. The board also discussed whether to have the repair work done in-house or by an outside repair facility, how long it would take to have the town mechanic perform the work, labor costs and if there is money in the highway budget for the repair work.

Motion: (King, second Johnson) to authorize the Town Administrator to expend up to \$15,500 for an engine replacement, including labor on the highway truck in disrepair passed 5-0.

Crosswalk- Mr. Sprague also asked the board if the crosswalk in front of the American Legion Post should be re-stripped when the parking/no parking spaces are re-stripped in that area. Discussion included that the crosswalk doesn't meet the Americans with Disabilities Act requirements as it doesn't have a curb cut or a ramp plate. Consensus of the board was not to put the crosswalk back in.

8). Hawkers and Peddlers Application:

Mr. Capello gave the board copies of the Hawkers and Peddlers Ordinance, an application for a Town Peddler's License and a state Hawker and Peddler license for Eric Duncan who is seeking permission to market green energy (wind energy through Clearview Energy) door-to-door in Farmington. The board discussed if a background check is done on the applicant, the fee schedule for the license, the license would be good for one year and hours/days of operation.

Motion: (King, second Johnson) to grant the Peddlers License contingent on hours of operation being 8 a.m. to 6 p.m. seven days a week passed 5-0.

9). Groen Builders Invoice & Personal Guarantee:

Mr. Capello gave the board copies of the Corporate Owner's Personal Guarantee for Performance of Contract for the Public Safety Building to review. He said the lawyers for both the Town and Groen Construction have reviewed the contract and had no issues of concern.

The board also received an invoice from the construction company for the work completed thus far. This first requisition includes costs for site work, engineering and architectural plans and contingencies but does not include the 5% retainage Capello said.

Mr. Capello noted that the Town still has not received the DOT driveway permit for the project but said he did not expect it to cause any delays. He added that the ICF forms are in and they are waiting for an exact date for the concrete pour. He said he will attend a construction meeting the next day and will get another status report on the project.

Motion: (Johnson, second Horgan) to pay \$84,174.92 to Groen Construction passed 5-0.

10). Town Administrator's Business:

A). Contract Extension- Mr. Capello told the board that TDS Telecom has requested a 30 day extension to the current contract.

Motion: (King, second Horgan) to grant a 30 day extension to the TDS contract passed 5-0.

B). Farmington Childcare/CDBG Grant- Mr. Capello told the board another motion was needed that would allow him sign and submit all documents related to the CDBG grant for the childcare center. Selectmen requested to review any additional related documents.

Motion: (Horgan, second King) to authorize the Town Administrator to sign, submit and execute any documents that may be necessary to effectuate the Farmington Childcare CDBG grant passed 5-0.

C). Online Training Policy- Selectmen reviewed the proposed online training policy submitted by Police Chief Jay Drury. Discussion included the addition of language to clarify that use of the online training should be conducted on a not to interfere basis as their time allows with approval.

D). Little City Road Cleanup- In a memo to the board, Building Inspector Dennis Roseberry reported that all of the homes, materials and debris have been removed from 23 Little City Road (Map R17, Lot 063) as required by the conditions of sale for the property. The property now conforms to Town Zoning Ordinances Mr. Roseberry said.

Motion: (Horgan, second Johnson) to authorize the release of the escrow funds for the property passed 5-0.

E). Complaint- Mr. Capello informed the board that Chief Drury addressed a complaint regarding an individual parking in a no parking zone on Gray Avenue.

F). RFP Responses- Mr. Capello reported he received three responses to the Request for Proposals to survey the current Fire Station property. Responses were received from Norway Plains Associates, GM2 Associates and Richard Bartlett and Associates. Selectmen opened the bids and briefly reviewed them. Chairman King requested Mr. Capello breakout the cost structures from each response so the board can compare the proposals and return the information to them as soon as possible.

11). Additional Board Business:

A). Veterans' Exemption Request- Mr. Capello said two applications for a veteran's exemption have been received by the town. He said the applications were filed on July 10 and the state law requires applications to be filed by April 15. Discussion included support for veterans, being careful not to go down a "slippery slope" of approving some late filers and not others, three months late is an excessive amount of time for late filing, others have been turned away for being one day late and if there was any credible reason for filing the paperwork so late.

Motion: (King, second Horgan) to approve the veterans' exemption requests failed 2-3.

B).Manhole Uncovered- Selectman Titus reported that the manhole cover in the vicinity of Mechanic and Garfield Streets has not been replaced. Mr. Capello said he would notify the DPW Director.

C).Coast Bus- Selectman Titus told the board that a Coast Bus is parked in the Fire Station parking lot for days at a time and suggested the company is receiving revenues from the ads on the side of the bus without benefiting the Town.

Discussion included the driver may live at one of the abutting properties, the company has added services reportedly at no cost to the town and then later increases the town's contribution due to the added services, after the town has paid increased contribution the services are reduced/removed. Selectman asked Mr. Capello to review the matter.

D). Lancelot Shores- Mr. Capello said he received a response from the association shortly before the meeting and planned to bring the matter to the board at the next meeting.

12). Next Meeting: Monday, July 18, 2016.

13). Non-Public Session A:

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 (King, Johnson, Horgan, Proulx, Titus- yes) at 8 p.m.

Motion: (King, second Horgan) to come out of non-public session passed 5-0 at 8:22 p.m.

Motion: (King, second Titus) to seal the minutes until the hiring process is completed passed 5-0.

14). Non-Public Session B:

Motion: (King, second Horgan) to enter non-public session under RSA 91-A: 3 II (b) Hiring passed 5-0 by a roll call vote (King, Johnson, Horgan, Proulx, Titus- yes) at 8:22 p.m.

Motion: (King, second Titus) to come out of non-public session passed 5-0 at 8:35 p.m.

15). Non-Public Session C:

Motion: (King, second Johnson) to enter non-public session under RSA 91-A: 3 II (d) Acquisition of Property passed 5-0 by a roll call vote (King, Johnson, Horgan, Proulx, Titus-yes) at 8:35 p.m.

Motion: (King, second Horgan) to come out of non-public session passed 5-0 at 8:43 p.m.

16). Adjournment:

Motion: (Titus, second Horgan) to adjourn the meeting passed 5-0 at 8:45 p.m.

Respectively submitted

Kathleen Magoon

Recording Secretary

---

Charlie King

---

Paula Proulx

---

Neil Johnson

---

James Horgan

---

Ann Titus