

Town of Farmington
Board of Selectmen – Public Meeting Minutes
Monday, March 7, 2016
Selectmen's Chambers
356 Main Street

Town of Farmington

Board of Selectmen Meeting

Monday, March 7, 2016

Board Members Present:

Charlie King, Chairman

Paula Proulx, Vice Chairman

Jim Horgan

Neil Johnson

Others Present:

Town Administrator Arthur Capello

Police Chief Jay Drury, Lt. Scott Orlando, Sgt. Bryan Gore, Patrolman Zach Frye

Tom DeJulio

1). Non-meeting: 6 p.m.

2). Non-Public Session A:

Motion: (King, second Johnson) to enter non-public session under RSA 91-A: 3 II (b) passed 4-0 by a roll call vote (King, Proulx, Horgan, Johnson- yes) at 6:40 p.m.

Motion: (King, second Horgan) to come out of non-public session passed 4-0 at 7 p.m.

Motion: (King, second Horgan) to seal the minutes until the matter is resolved passed 4-0.

3). Call to Order/Pledge of Allegiance:

Chairman King called the public session to order at 7 p.m. All present stood for the Pledge of Allegiance.

4). Pinning Ceremony:

Patrolman Zach Frye was sworn in and received his new badge. Three year dept. member Bryan Gore was promoted to Sergeant and was also sworn in and received his new badge. Following a few words from Chief Drury, Chairman King suggested a brief recess be taken to allow for photos of the occasion.

Motion: (King, second Horgan) to take a five minute recess passed 4-0 at 7:05 p.m. The meeting reconvened at 7:15 p.m.

5). Public Input:

Decorating Committee member Tom DeJulio came before the board to discuss the current status of the Christmas light poles project and the citizens' petition to be discussed at Town Meeting. Discussion on the installation of the poles included there are 12 poles installed with six more poles to be purchased and installed, there is approx. 80 to 100 hours of work to be done to prep and install the light strings and who will obtain the signatures for the corrected easement deeds. The board also discussed Warrant Article 20 which seeks approval to spend \$6,500 for banners, brackets and the light system included on the Town Warrant by citizens' petition. DeJulio showed the board photos of the types of banners the committee is considering purchasing. Discussion included the light system is undergoing waterproofing, replacement of burned out parts and is not grounded, the system will need a 5,000 foot grounding wire, additional plugs are needed for the Christmas trees, how the business sponsorship of the banners will work, the status of the committee's attempt to gain non-profit status, it is estimated to cost about \$2,500 to finish prepping the light system and bring it into compliance with safety codes.

Selectmen asked DeJulio to put together a detailed list of planned expenditures for the \$6,500 funding request and a written plan for steps to be taken to complete the project. The board expressed concerns about not knowing how the money will be spent, guessing what will happen next, if any of the purchases will need to be put out to bid and what will happen if the voters do not approve the warrant article. DeJulio said he plans to "shop around" and will provide the board with a list but added he would not have it prepared in time for Town Meeting two days away.

DeJulio also told the board he has received price quotes for LED bulbs ranging from \$5 to \$7.50 each and if all the existing bulbs were converted to the most expensive LED bulb it would cost about \$15,000 which would be spread out over 15 years.

6). Review of Minutes:

February 22, 2016- Public Session:

Motion: (Johnson, second Horgan) to approve the minutes as written passed 4-0.

February 22, 2016- Non-Public Session A:

Motion: (Johnson, second Horgan) to approve the minutes as written passed 4-0.

7). Building Permit – Alpine Court:

In a memo to the Town Administrator Capello, Attorney Keriann Roman asked the board to discuss and vote on issuing building permits on Alpine Court, a private road created in the Eben Dorr subdivision located off of Ten Rod Road. Capello told the board DPW Director Dale Sprague and Building Inspector Dennis Roseberry walked the road which is part of the two lot subdivision and found no issues with the condition or construction of the road. The attorney recommended the board agree to allow the issuance of building permits along the private road providing the Waiver of Liability has been signed and recorded he said.

Discussion included the access was first approved as a shared driveway, if the Waiver of Liability was recorded, the length and width of the road, if there is a potential for more lots at the site and the road would need to be upgraded if more lots were created.

Motion: (Horgan, second King) to move that the board agrees to allow the issuance of building permits for construction of buildings on real properties located along Alpine Court, a private road, upon the execution and recording of a Waiver of Liability and Notice pursuant to RSA 674:41 I (c) at the Registry of Deeds by each applicant for a building permit, where each applicant must still satisfy all the requirements of a building permit application as determined by the Code Enforcement Officer.

Chairman King suggested an amendment to specifically allow two building permits be issued on the road. Selectmen Horgan accepted the amendment.

Additional discussion included if the lots have been sold, potential for more lots, how road repair and maintenance will be addressed, not wanting the town to become responsible for maintenance and repairs, using the Waiver of Liability for other potential lots, terms of the Planning Board Notice of Decision and assurance the waiver was recorded. The motion and second were withdrawn.

Motion: (King, second Johnson) to table the issue until more information is received passed 4-0.

8). Employee Handbook: Tabled.

9). Contracts:

A). Landfill Post Closure Monitoring-

Motion: (Johnson, second Horgan) to accept the contract proposal from CMA Engineers not to exceed \$25,000 and to authorize the Town Administrator to sign the agreement passed 4-0.

B).Planning Dept. Engineering Services-

Motion: (King, second Johnson) to approve the contract with Stantec Consulting for on call planning engineering services on a case by case basis and to authorize the Town Administrator to sign the contract passed 4-0.

10). Preparation for Town Meeting:

Town Moderator Mike Morin came forward to discuss plans for the annual Town Meeting on March 9 with the board. Discussion included the streamlining the Power Point presentation for proposed Public Safety Building, the order of related issues, the number and order of speakers, estimated time for presentation and discussion, changing the order of warrant articles, voting procedures, managing the ballot box and the possible tabling of Article 10 which seeks to rescind the Building Permit Special Revenue Fund due a lack of a Public Hearing on the matter by Selectmen.

Mr. Morin also told the board there will be 15 minute parking in the spaces in front of the Town Hall during the town elections on March 8 and unmanned signs will not be allowed.

11). Non-Public Session B:

Motion: (King, second Horgan) to enter non-public session under RSA 91-A: 3 II (b) passed 4-0 by a roll call vote (King, Proulx, Horgan, Johnson- yes) at 8:15 p.m.

Motion: (King, second Horgan) to come out of non-public session passed 4-0 at 8:45 p.m.

Motion: (Horgan, second Johnson) to seal the minutes until the matter is resolved passed 4-0.

Motion: (Horgan, second King) to unseal the minutes of non-public session A passed 4-0.

The public session reconvened at 8:45 p.m.

12). Additional Board Business:

A). Economic Development Committee – Chairman King told the board EDC members asked the board to approve the suggested by-laws changes. Selectmen reviewed the draft and discussed changes made to the rights and responsibilities section, how to measure attendance, if the committee was having an attendance problem and to notify the chair if not

attending to ensure for a quorum at the meeting. Selectmen said the attendance change was not well defined and requested the changes be highlighted for comparison with existing by-laws.

Motion: (Johnson, second Horgan) to table the matter until more information is received passed 4-0.

Chairman King said the committee also wanted to know if the board had determined a selling price for lots in the Sarah Greenfield Business Park. Discussion included the fair market value of the lots, selling prices for commercial lots in the area, create a tiered structure for the price related to the number of jobs, appraisal costs, minimum lot sizes and include the existing fire station lot if the new building passes. Consensus of the board was to request Capello draft an RFP for commercial realtor services and to review the draft at a future meeting.

B). Public Safety Building Invoice-

Motion: (Horgan, second Johnson) to withdraw \$14,267.64 from the Public Safety Building Capital Reserve Fund to pay related expenses to Groen Builders(\$12,765.64) and vote on the bond (\$1502) passed 4-0.

C). Emergency Operation Plan- Capello told the board the plan needed to be updated every 5 years and has not been done since 2005. Discussion included two bids were received to update the plan, the expense will be repaid through a grant, there is a new template for emergency plans, Homeland Security manages the paperwork and checking to see if all hazard plans are up to date.

Motion: (Horgan, second King) to award the bid to LMK not to exceed \$5,000 to update the Emergency Operations Plan and to authorize the Town Administrator to sign it passed 4-0.

D). Police Dept. Kudos- Capello expressed kudos relayed from residents to Sgt. Driscoll and Lt. Orlando for their handling of a recent standoff situation in town.

E). Vacation Request- Capello requested he be allowed to take vacation time from Thursday, June 28 through Wednesday, July 6 so that he may attend his nephew's wedding.

Motion: (Horgan, second King) to grant the request passed 4-0.

F). Committee Reappointment- Resident Resta Detwiler requested reappointment to 2 committees.

Motion: (King, second Horgan) to reappoint Resta Detwiler as a full time member of the Planning Board and the Economic Development Committee passed 4-0.

G). Resignations- Capello reported Pat Winchell and Firefighter Donnelly submitted their resignations.

Motion: (King, second Horgan) to accept their resignations passed 4-0.

H). Information Request- Capello said he received a request for information under the guidelines of RSA 91-A that afternoon and referred the request to town counsel.

I). Discipline- Selectmen reviewed disciplinary action taken regarding a member of the Fire Dept.

J). Next meeting- March 14, 2016.

K). Chairman's Thanks- Chairman King thanked the board for their service and for an enjoyable year. He then wished the candidates good luck at the town election to be held the next day.

13). Non-Public Session C:

Motion: (King, second Johnson) to enter non-public session under RSA 91-A: 3 II (c) passed 4-0 by a roll call vote (King, Proulx, Horgan, Johnson-yes) at 9:30 p.m.

Motion: (King, second Johnson) to come out of non-public session passed 4-0 at 9:40 p.m.

14). Non-Public Session D:

Motion: (King, second Horgan) to enter non-public session under RSA 91-A: 3 II (c) passed 4-0 by a roll call vote (King, Proulx, Horgan, Johnson-yes) at 9:40 p.m.

Motion: (Horgan, second King) to come out of non-public session passed 4-0 at 9:50 p.m.

15). Adjournment:

Motion: (King, second Johnson) to adjourn the meeting passed 4-0 at 9:50 p.m.

Respectively submitted

Kathleen Magoon, Recording Secretary

Charlie King

Paula Proulx

Neil Johnson

James Horgan