

Town of Farmington
Board of Selectmen – Public Meeting Minutes
Monday, April 11, 2016
Selectmen’s Chambers
356 Main Street

Board Members Present:

Charlie King, Chairman

Neil Johnson, Vice Chairman

Jim Horgan

Paula Proulx

Ann Titus

Others Present:

Town Administrator Arthur Capello

Public Works Director Dale Sprague

Dave Connolly, Conservation Commission Chairman

Jeremy Lougee, Conservation Project Manager, Southeast Land Trust (SELT)

Rad Nichols, Executive Director, COAST Bus Company

James Emery, President, Emery & Garrett Groundwater Investigations

1). Call to Order/Pledge of Allegiance:

Chairman King called the meeting to order at 6:35 p.m. All present stood for the Pledge of Allegiance.

2). Public Input: None.

3). Review of Minutes:

Motion: (Horgan, second Titus) to table the review of minutes until later in the meeting passed 5-0.

4). Presentation from Conservation Commission on Possible Conservation Land:

Conservation Commission Chairman Dave Connolly presented information to the board regarding the proposed conservation easement for the Robert Hills property located at 302 Pound Road (Tax Map R30, Lot 4). He then introduced Jeremy Lougee to the board who gave a presentation on the merits of the proposal.

Mr. Lougee told selectmen the 52 acre property has 725’ of frontage on Ten Rod Road, 1500’ on Pound Road, 1700’ along the Rattlesnake River and is across the road from the historic Town Pound. He added the parcel is located in the Coastal Plan Priority Map, is Town Priority Area #1, is one of the highest ranked habitats in the state and includes 16 acres of prime quality farm land. He said Mr. Hill plans to create a small dairy farm and sell milk to local dairy product producers and wishes to see that the property protected from future development.

Discussion included the first step is to obtain an appraisal, 25% local funding is required, a public hearing was held by the Conservation Commission on March 16, the Cons. Com. voted to contribute up to \$10,000, grant funds may be available, decision on grant application is expected on May 25, the number of structures planned, area around the residence would be excluded from the easement, no further subdivision is allowed, there is about \$135,000 in the Conservation Fund account, source of the funds in the account and the level of involvement by the Cons.Com. to monitor the project.

Motion: (Horgan, second Titus) to allow the Conservation Commission to move forward with and support this action passed 4-1 (King abstained).

5). Coast Bus:

A). Shelter Advertising- Rad Nichols told the board that the new bus shelters ordered last fall should arrive within the next few weeks. He said the company then plans to move ahead with changing the location of the downtown bus stop and requested the town complete the necessary site work, pickup and installation of the new shelter. Discussion also included the company's plan to include advertising on their shelters, two ads per shelter, sharing up to 50% of the ad revenues with the town as a credit toward next year's contribution, the credit will only be applied if the town totally funds the yearly contribution request, estimated \$2,100 for the town's share from advertising, \$2,250 was cut from the town's contribution, the company's advertising policy, retrofitting the shelter on Route 11/High Street for advertising, the number of shelters in area towns/cities and their ad revenue, wait until next year to determine the amount of ad revenue raised, put in writing the Route 11 shelter will be upgraded to include advertising.

Motion: (Proulx, second Horgan) to allow Coast Bus to move ahead to relocate the downtown bus stop and erect a shelter at the stop passed 5-0.

Mr. Nichols said he will provide the board with a breakdown of ad revenues received from area shelters, estimate for the Route 11 shelter revenue and a written commitment to upgrade the Route 11 shelter to include advertising.

B). Town Representative- Mr. Nichols also reported the town's representative to the Coast Board of Directors, Amy Vento, has not attended a board meeting in about a year and attempts to contact her have been unsuccessful. He suggested Selectmen try to contact her and if unsuccessful, consider appointing a new representative.

C). New Subcommittee – Mr. Nichols said the organization has formed a new subcommittee to evaluate the municipal funding formula and consider any changes to how the formula is calculated. He said there has been some difficulty obtaining consistent and accurate state data regarding population and employment within a half mile of the bus routes and suggested the committee may need to research other data sources. The committee is expected to meet 3 or 4 times over the next 6 months most likely during the day in Dover. He invited the town to have a representative on the subcommittee and suggested a Selectman or the Town Administrator could fill the seat. Mr. Capello volunteered and the board accepted his offer to represent the town.

6). Presentation on Possible Future Drinking Water:

Public Works Director Dale Sprague and James Emery, President of Emery and Garrett Groundwater Investigations came before the board to discuss the results of investigations of possible new future water sources for the town. Discussion included looking at existing sources in 2010, identification of four favorable zones in 2011, geophysical surveys for below surface targets in 2013, cost to test each type of site, obtaining state permits, any restrictions on amount of water drawn, prevention of sale/development of potential water sources, "color" in some wetlands areas, location of monitoring wells, cost for easements to the potential sites, six possible bedrock sites identified, five possible sand and gravel sites identified, approx. \$367,000 in the Water Capital Reserve Fund, conducting testing on part of the sites listed, use existing pump station or build a new station, additional yield in current well sites, water quality and capacity of the sites, prep work needed to access sites and prices don't include the prep work.

Motion: (Horgan, second Johnson) to move forward with exploratory testing of seven possible well sites, including five sand and gravel sites and two bedrock sites, not to exceed \$75,000 to be funded from the Water Capital Reserve Fund with the Public Works Director to approve the subcontractor bid process passed 5-0.

Recess-

Motion: (King, second Horgan) to take a five minute recess passed 5-0 at 8:20 p.m. The meeting reconvened at 8:30 p.m.

7). Bids for Paving, Street Sweeping and Fire Alarms:

A). Paving- Mr. Sprague said he received two quotes for paving work for Main Street, Meetinghouse Hill Road and Spring Street from R&D Paving of Franklin, NH and Brox Industries of Dracut, MA. Discussion included work planned for each of the roads, past experience with the companies, shoulder work, sidewalk projects are included in a separate estimate and the Safe Routes to School sidewalk project will be completed this year.

Motion: (Horgan, second Titus) to authorize awarding the bid to R&D Paving for the Main Street, Meetinghouse Hill Road and Spring Street paving work not to exceed \$330,709.84 passed 5-0.

Motion: (Horgan, second King) to authorize awarding the bid to R&D Paving for the Spring Street sidewalk work not to exceed \$25,234 to be paid out of the sidewalk funds passed 5-0.

B). Fire Alarms- Tabled to a future meeting.

C). Street Sweeping- Mr. Sprague said three bids were received for the sweeping work from HiWay Safety Systems of Rockland, MA, Ruel Sweeping Service of Meredith, NH and Granite State Sweeping Services of Portsmouth, NH. Discussion included no past experience with any of the bidders, the Public Works Director is not familiar with any of them and why SUR Construction of Rochester, NH did not bid.

Motion: (King, second Horgan) to authorize the Public Works Director to pick the most competent contractor to get the sweeping work done not to exceed \$125 an hour passed 5-0.

D). Masonry Work- Mr. Capello told Selectmen the chimneys on the Municipal Building and the Town Hall (Rec. and Police Depts.) are in need of repair. He said only one quote was received from Masonry Unlimited of Sanbornville, NH. Discussion included the scope of the work for the Rec./Police Depts. includes tear down, rebuild and replace flue liner and cap at a cost of \$9,500, scope of work for Municipal Building includes replacement of the flue liner and the cap, install new clean out door, re-point and acid wash for \$6,500, Town Hall chimney is in bad shape, repair the Town Hall chimney this year and the Municipal Building in a year or two, the \$9,500 cost seems excessive, the funds for Town Hall chimney repair would come from the general government buildings and Police repairs and maintenance budgets.

Motion: (Horgan, second Titus) to authorize the Public Works Director to co-ordinate with Masonry Unlimited for the Town Hall chimney work not to exceed \$9,500 failed 1-4.

Additional discussion included the \$9,500 estimate is too high, contractors contacted, putting the chimney work out to bid and a list of other building repairs needed.

Motion: (King, second Titus) to put the Town Hall chimney work out for re-bid passed 4-1.

8). Waste Management Contract for Dumpsters:

Selectmen reviewed the service agreement with Waste Management for correctness. Discussion included clarification of some terms, current rate listed for highway dept. pickups is incorrect and clarify "1x per 2nd week".

Motion: (King, second Johnson) to approve the agreement contingent on revision back to \$100 per pick up.

Following some additional discussion Chairman King withdrew his motion and the board decided to table the matter until the revisions have been completed.

9). Deputy DPW Position:

Mr. Capello told the board that licensing required to operate the waste water treatment plant takes years to obtain making it difficult to find qualified candidates for the new Public works Deputy Director position. He said a few resumes have been received but noted if the person hired quits the town would be “back in the same boat again”.

Mr. Sprague said two resumes with qualified candidates have been received with a possible third qualified candidate. He told the board he would like them to consider an alternative plan to having one person oversee the Public Works Depts. under him. He suggested getting rid of the Director and Deputy Director positions and to elevate an employee from the highway, water, and wastewater depts., train them and allow them to grow into an administrative role for their depts. overseen by the Town Administrator. Discussion included the need for a structure and organizational chart for the depts., list of credentials/skill sets needed and currently held for the positions, potential loss of a worker for each dept. and would the administrative positions fall under collective bargaining.

Capello said he will work with Sprague to gather the requested information and return to the board in the next few weeks. He will not deal with the resumes received until the board decides whether to allow each dept. to be run individually or by a Deputy Director.

10). Employee Handbook:

Motion: (King, second Horgan) to table the matter until the next meeting passed unanimously.

Mr. Capello then requested the board return to weekly meetings so as not to get behind in the amount of issues needing to be addressed. Selectmen agreed to the request until further notice.

11). Avitar Building Permit Software:

Capello told the board the Avatar assessing software has worked well for the town and suggested installing the Avitar Building Permit software to the municipal offices computers. He said the software will streamline the application process, co-ordinate the zoning ordinances, ZBA and Planning Board decisions and reduce errors. Discussion included who will input information, who will have access to information, the software can track the number of permits issued, the total costs/revenues received, what other towns are using, negotiating reoccurring costs, number of workstations to use the software and training needed.

Motion: (Johnson, second Horgan) to purchase and install the Avitar Building Permit software not to exceed \$2,000 with the funds for the software to come from the Future Technology Capital Reserve Fund passed 5-0.

12). Union Negotiations:

Capello informed the board they will need to begin negotiations on the Police union collective bargaining agreement by July. The Teamsters’ contract does not have a opening date for negotiations but the contract proposals need to be ready for inclusion on the March 2017 Town Warrant and he suggested the board not negotiate both contracts at the same time. Two Selectmen will be needed to negotiate each contract Capello said.

13). Additional Board Business:

A). Emergency Management Performance Grant-

Motion: (Johnson, second King) I motion that the Town of Farmington/Board of Selectmen by majority vote accept the terms of the Emergency Management Performance Grant as presented in the amount of \$5,000 for the purpose of updating the Town of Farmington's Emergency Operations Plan. Furthermore the Board acknowledges that the total cost of this project will be \$10,000 in which the town will be responsible for a 50 percent match of \$5,000. The motion passed unanimously.

B). 5K Race Permit Application- Capello reported the draft application presented by Police Chief Drury at the previous meeting was reviewed by town counsel and some minor changes were made. He added that the first application for a race permit has been received from the 500 Boys and Girls Club.

C). Monthly Dept. Reports- The board received the monthly reports from the Recreation, Police and Fire Depts. The amount of mutual aid given and received from Police and Fire Depts. is now being tracked monthly/yearly. Vice Chairman Johnson requested that Recreation Dept. Director Rick Conway include the total amount of funds collected each month for the Hay Day fireworks in his monthly reports.

D). Resignation- Capello reported he received notice of the resignation of Deputy Steve Johnson from Fire Chief James Reinert.

Motion: (King, second Titus) to accept the resignation of Deputy Steve Johnson passed 5-0.

E). Excavation Permit- Discussion included past history of Pike Industries excavation sites, past compliance issues, current status of the reclamation at the sites, deed issues and the matter is under legal review.

Motion: (King, second Horgan) to hold off on signing the excavation permit and check into the status of compliance issues passed 5-0.

F). IRS Scam- Selectman Proulx warned residents about scam phone calls being conducted in the area by individuals claiming to represent the IRS. She advised residents the IRS doesn't call people and to be careful about giving out personal information. More information can be found on the Farmington Police Dept. FaceBook page Capello said.

14). Town Administrator's Business:

Laurie List- Capello gave the board copies of an article published in the Fosters newspaper regarding a recent Supreme court decision to keep a Rochester Police officer on the "Laurie List" of officers who may have questionable credibility due to misstatements, misdoings or serious offenses. The article contains errors about the Police Chief's ability to put an officer on the list (the Prosecutor decides) and that the Farmington Police dept. currently has two officers on the list he said. Capello will contact Chief Drury and the newspaper to correct the errors.

15). Review of minutes:

March 28, 2016- Public Session- Page 1, item 3 Potholes- add a sentence that Selectman Proulx suggested a call back to the resident.

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

March 28, 2016- Non-Public session A-

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

Non-Public Session B-

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

Non-Public Session C-

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

16). Non-Public Session:

Motion: (King, second Horgan) to enter non-public session under RSA 91-A: 3 II (c) Compensation passed 5-0 by a roll call vote (King, Johnson, Horgan, Proulx, Titus- yes) at 9:50 p.m.

Motion: (King, second Horgan) to come out of non-public session passed 5-0 at 11:25 p.m.

Motion: (King, second Horgan) to seal the minutes until next week passed 5-0.

17). Next Meeting: Monday, April 18, 2016.

18). Adjournment:

Motion: (King, second Titus) to adjourn the meeting passed 5-0 at 11:30 p.m.

Respectively submitted

Kathleen Magoon

Recording Secretary

Charlie King

Paula Proulx

Neil Johnson

James Horgan

Ann Titus