

Town of Farmington
Capital Improvement Plan Committee Meeting Minutes
Wednesday, September 30, 2020

Committee Members Present:

Paula Proulx, Chairman, Selectmen's Rep.
Arthur Capello, Town Administrator
Ruth Ellen Vaughn, SAU Superintendent
Erica Rogers, Secretary
Rick Pelkey, Planning Board Rep.
Ann Titus

Committee Members Absent:

Jeremy Squires, Bud Com Rep.

1). Call to Order:

Chairman Proulx called the meeting to order at 4:30 p.m.

2). Pledge of Allegiance:

All present stood for the Pledge of Allegiance.

3). Election of Committee Officers:

Chairman: **Motion:** (Capello, second Pelkey) to nominate Paula Proulx for Chairman;
Ms. Proulx accepted the nomination.

Vote: The motion passed 6-0.

Vice Chairman: **Motion:** (Capello, second Proulx) to nominate Ann Titus for Vice Chairman;
Mrs. Titus accepted the nomination.

Vote: The motion passed 5-0-1 (Titus abstained).

Secretary: **Motion:** (Capello, second Titus) to nominate Erica Rogers for Secretary;
Mrs. Rogers accepted the nomination.

Vote: The motion passed 5-0-1 (Rogers abstained).

4). Review of Minutes:

January 14, 2020 – No errors or omissions

Motion: (Titus, second Rogers) to accept the minutes as written passed 6-0.

5). Set Meeting Schedule:

Chairman Proulx said the Selectmen and School Board are planning a joint meeting to discuss the Town and School District budgets, COVID funding and the effect the projected state revenue shortfalls will have on the proposed budgets and setting the tax rate.

Mrs. Vaughn said she spoke with the Commissioner of the Dept. of Education about the COVID funds and the school district has spent about 85% of the money they were allocated. She said he informed her that the Town has only spent about 35% of the money allocated to them and that she needed to work with the Town to use some of the Town's allocation for the school

district's expenses and that the district would not receive any more funds until the Town has spent 85% of the funding it is eligible for.

Mr. Capello said he didn't think that was allowed because the Town and the School District are 2 separate governing bodies with 2 separate budgets.

Mrs. Vaughn said the Town needs to access the grant funds the same way the School District does and not the way the Town typically does grants. She suggested that she meet with Mr. Capello and Fire Chief/Emergency Management Director James Reinert to discuss the process and then provide a summary of the meeting to the Selectmen and the School Board at their Monday night meetings. She added that all of this may have a big effect on the CIP for this year. Mr. Capello had a brief conversation with Chief Reinert and a meeting was set for Thurs. at 9 a.m. at the Municipal Office Building. He said the Chief said the actual amount spent by the Town is about 80% and they would discuss it further tomorrow morning.

After some discussion the members decided the next 3 meetings will be held on Wed., Oct. 14, Wed., Nov. 4 and Wed., Dec. 2 all at 4 p.m. in the Municipal Office Building.

6). Review of CIP:

Mr. Capello said the projected revenues for next year are not good as the GOFERR funding will drop off and it is estimated the Town will have a \$450,000 revenue deficit that will hit next Dec's tax rate. He suggested they plan to fund the CIP through warrant articles on the Town Meeting warrant and let the people decide if they want to raise/appropriate the funds.

Mrs. Vaughn said they are predicting things may be a little "dicey" on the school district side for next year and the following year as the total enrollment is down due to the number of parents that decided to home school and that many of the grants and entitlement funds are based on the enrollment numbers. She said the school district budget is developed 18 months ahead of time and they don't know how much revenue the district is likely to receive at that time.

Mr. Capello said he would update the committee on the CIP requests from the department heads at the next meeting.

Mrs. Rogers said she would send electronic copies of last year's CIP to members for review.

7). Next Meeting: Wednesday, October 14, 2020 at 4 p.m. in the Municipal Office Building.

8). Adjournment:

Motion: (Vaughn, second Capello) to adjourn the meeting passed 6-0 at 5 p.m.

Respectively submitted

Kathleen Magoon, Recording Secretary

Paula Proulx, Chairman