

**TOWN OF FARMINGTON  
BOARD OF SELECTMEN  
PUBLIC MEETING MINUTES  
Monday, May 24, 2010  
356 Main Street, Farmington, NH**

**Selectmen Members Present:** Paula Proulx, Gerry McCarthy, Charlie King, Gail Ellis and Joan Funk.

**Town Staff Present:** Public Works Director Joel Moulton, Parks and Rec. Director Rick Conway,  
Town Clerk Kathy Seaver and Police Chief Scott Roberge

**Public Present:** Bill Straub and Bill Spears

**Chairman Proulx called the meeting to order at 5:35pm.**

*Charlie King motioned to go in non-public session under RSA 91.A.3.II (a) and (c), 2<sup>nd</sup> Gail Ellis. Roll call – Paula Proulx (yes), Charlie King (yes), Joan Funk (yes), Gail Ellis (yes) and Gerry McCarthy (yes).*

**At 6:08pm the Board came back into public session and Chairman Proulx opened the public meeting.**

**1. Public Comment:**

A. Bill Spears informed the Board that the rear entrance repairs to the Municipal Building are complete and he is working on completing the front of the building. He has taken care of the liability issues on the gazebo though during his work on the gazebo he noticed the stairs are rotted. He would recommend replacing the rotted boards on the gazebo steps. There is also some graffiti on the gazebo floor and he suggested sanding it down and sealing it. Mr. Spears added that the painting of the gazebo looks terrible and can easily be taken care of. Also, the railings at Fernald Park can be re-welded, sanded and painted. Rick Conway said that there are 10 railings missing and he only has 2 of them. Gerry asked about the electrical covers and dry rot of the concession building. Rick replied he will look into these repairs. The Board directed that all repair costs shall come from the Parks and Rec. maintenance budget. Bill Spears will prepare an estimate for the work on the gazebo and forward to the Town for approval.

B. Paula informed the Board that Bonnie Webber came to speak with her about the smells coming from the Wastewater Plant. Dale Sprague explained that the de-watering process is usually done earlier in the spring so the smell is not so bad but due to the plant upgrades it had to be put off a few weeks. The de-watering should be complete in the next week or so. The good news is that the new plant will eliminate this smell in the future.

## **2. Campground License Renewals:**

*Joan Funk motioned to approve license renewals for Garland Campground and Beaver Pond Campground, 2<sup>nd</sup> Charlie King. Motion carried with Gail Ellis abstaining.*

## **3. Public Works Department:**

**A. Bill Straub of CMA:Landfill Limit of Waste** – Mr. Straub explained that the preliminary review is complete and the final submittal will be made this week. Also all the clearing is completed for the Transfer Station. He then explained that there are some areas in the landfill that are out of bounds and encroach on the Cardinal Landfill and there are also three test wells that need to be relocated for the transfer station. Mr. Straub is working with the representative from the Cardinal Trust to resolve these issues and there are several options available. The Trust is willing to deed or offer a right of way/construction easement for the land in question in exchange for the Town taking responsibility for changing the elevation and accessibility of the three wells but not the monitoring.

Charlie asked how much it will cost to cap that additional area. Mr. Straub explained it is ½ acre of land which would cost \$50,000 but the Town would be saving \$100,000 in costs to move the waste currently on the property. Mr. Straub will discuss the options with the Town's attorney, Mitchell Group and bring back legal's recommendation to the Board. The Board was in consensus that it would make most sense to get an easement for the land and test wells but would like town counsel's direction.

**B. Transfer Station RFP's** – Joel supplied the Board with a summary of the RFP's he received. They are as follows; (each project/section was quoted separately)

### **Section #1 (North Wall section)**

RW Frizzel Foundations, Inc.	\$36,182.62
Matrix Concrete	\$29,410.00
MEK Poured Foundations	\$36,752.50
Norman Vetter Foundations	\$48,082.00
Corcoran Environmental Services, Inc.	(no individual price listed)
Foster Form Co Inc	\$72,473.00

### **Section #2 (South Wall Section)**

RW Frizzel Foundations, Inc	\$22,330.41
Matrix Concrete	\$36,430.00
MEK Poured Foundations	\$45,185.00
Norman Vetter Foundations	\$54,635.00
Corcoran Environmental Services, Inc.	(no individual price listed)
Foster Form Co Inc.	\$79,453.00

### **Slab-on Grade (Section 1 and 2)**

RW Frizzel Foundations, Inc.	\$13,075.50
Matrix Concrete	\$18,835.00
MEK Poured Foundations	\$13,950.00

Norman Vetter Foundations	\$16,280.00
Corcoran Environmental Services, Inc.	(no individual price listed)
Foster Form Co. Inc.	(no individual price listed)
Turcotte Concrete Floors	\$16,004.00

The Board reviewed the RFP and Joel explained that he asked the three lowest bidders to recheck their numbers and all three companies reviewed their RFP's and stood by their figures.

***Charlie King motioned to award the bid for Section 1 – North Wall Section to Matrix Concrete for \$29,410, 2<sup>nd</sup> Gerry McCarthy. Motion carried with all in favor.***

***Charlie King motioned to award the bid for Section 2 – South Wall Section to RW Frizzel Foundations, Inc. at \$22,330.41 with the amount to be verified by the vendor in writing, 2<sup>nd</sup> Gail Ellis. Motion carried with all in favor.***

***Charlie King motioned to award the bid for Section 1 & 2 (Slab on grade) to R.W. Frizzel Foundations, Inc. for \$13,075.50, 2<sup>nd</sup> Gail Ellis. Motion carried with all in favor.***

#### **C. Transfer Station Equipment RFP's -**

Joel explained he requested bids for two 50yd. open top containers, five 40yd. open top containers and two 42 yard closed hexagon containers. The RFPs are as follows;

Leavitt & Boucher Equipment, LLC	\$84,461.00
Atlantic Recycling Equipment	\$88,638.00
Maguire Equipment, Inc.	\$95,325.00

Charlie asked what the year quoted on the refurbished compactor and Joel replied that they did not give the year but they do offer a six month warranty. The Board reviewed the RFPs.

***Charlie King motioned to award the bid for the multiple containers to Atlantic Recycling Equipment for \$88,638.00, 2<sup>nd</sup> Gail Ellis. Motion carried with all in favor.***

**D. RFP for Transfer Station Scale** – Joel provided the Board with a summary of the RFPs received for a truck scale at the Transfer Station Facility and they are as follows;

Northeast Scale	\$32,011.00
Alltech	\$32,245.00
Sebago	\$36,614.00

Paula asked what the difference is between the concrete and steel decks and Joel explained that the concrete requires less maintenance and has a longer life expectancy.

***Charlie King motioned to award the bid to Northeast Scale for \$32,011.00 with the expectation that Joel will confirm the maintenance and verify that it is a complete package, 2<sup>nd</sup> Gerry McCarthy. Motion carried with all in favor.***

Joel also provided the Board with some information on a used trailer to place at the Transfer Station that will have a bathroom. This trailer will eliminate the need for the port-o-potty and would pay for itself in three years. The Board agreed that the concept was a good idea and Joel should research other available trailers.

**E. Question on Recycling Fees** – It was discussed that currently the recycling/demo debris fees are deposited into the general fund and the intent of the warrant in March was for those fees to be deposited this year into the closure fund though the warrant will not be in effect until December 31, 2010. Kathy Seaver explained that the Board cannot capture the demo debris revenue this year without a special meeting because the original warrant to establish the closure fund specifically said the fund was to be funded by the trash bag revenues. Paula asked how the Town can capture those funds collected this year for the closure fund if there is a short fall for the closure. Kathy replied that any funds collected this year will stay in the general fund and cannot be captured unless there is a special meeting this year or the funds are expended out of the general fund by the end of December.

**F. Other –**

- Gail asked why Joel's cleaning supplies are over expended by \$100 and Joel said he doesn't need any more supplies this year and he does competitive shop.
- Joan asked why "resident parking only" is being installed in the Municipal Parking Lot. Joel replied that the memo he got was for the "resident parking only" sign is for the Town Offices Building parking lot for seven spaces, so that town staff does not park in the front parking lot. The Board questioned why signs need to be installed and why it can't be a directive to all Town employees to park in the dirt parking lot or behind the building. The Board agreed that Tony should send another memo to all employees regarding parking and no signs should be installed.
- Charlie asked Joel if he sent out the letter regarding the levee and if a response was received. Joel replied that he did send the letter out (he will forward a copy to the Board) and he has not yet received any response.

**4. Recreation Department:**

**A.** Joan asked when the air conditioners will be put in and Rick replied they are on the priority list. Rick will contact department heads for volunteers to assist with the installation.

**B. RFPs for Fernald Park** – Rick provided the Board with the RFPs for the proposed playground at Fernald Park.

The quotes are for 4" depth bark mulch. Organic mulch needs to be replenished each year and attracts insects and such within it. The synthetic mulch will not float or fly away with the wind and does not promote insects or vegetation. Barron Brothers quoted organic bark mulch at \$440 and the International Mulch Company quoted synthetic bark mulch at \$2,696. Grass is not acceptable for underneath playground equipment and it is highly recommended to have 4" of bark mulch.

The Board then reviewed the proposals for the playground equipment. Gail commented that the RFP is difficult to decipher exactly what he is looking for and the two quotes are not comparable in what they quoted for price or equipment. The Board agreed these RFPs do not meet the requirements and Rick needs to start all over with his request. Rick should send all the bidders a picture of what he is looking for and ask for fine tuned proposals without mentioning the cost cap he has.

Rick also received a quote for the basketball hoops. The adjustable hoops can come with locks for an additional \$40 each. The quote is for 2 non-adjustable hoops at \$3,112.00 and 2 adjustable hoops with locks at \$3,620.00 from Basketball Goals.com of CT. The Board agreed the adjustable hoops are a good idea but would suggest they be locked each night. ***Gail Ellis motioned to accept the bid from Basketball Goals.com for two adjustable basketball hoops with locks at \$3,620.00, 2<sup>nd</sup> Charlie King. Motion carried with all in favor.***

**C. Update on Town Hall Boiler** – Rick explained to the Board that he was unaware of why the boiler was not working until this week. He spoke with the installation contractor and he explained that the boiler was repaired with new parts but he is still awaiting a response from the boiler manufacturer as to why the boiler part cracked and the boiler has not been running because they are not sure why it broke and they are afraid it might break again. Rick will follow-up with Tony for an update as to a reply from the manufacturer.

**D. Other** – Gail asked for an update on the funding for the Hay Day fireworks. Rick said he has a promise for a substantial donation to cover the \$1000 that was cut by the Budget Committee and he did put the RFP out for the fireworks.

#### **5. Application for Trustees:**

***Gerry McCarthy motioned to appoint David Edward Aylard to the Board of Trustees, 2<sup>nd</sup> Joan Funk. Motion carried with all in favor.***

#### **6. Application for Economic Development Committee:**

***Charlie King motioned to appoint Peter Rogers to the Economic Development Committee, 2<sup>nd</sup> Gerry McCarthy. Motion carried with all in favor.***

Gerry asked if a meeting is scheduled with the EDC and the Selectmen and Paula said that was put on hold because the EDC does not have a quorum and they are working on membership. Paula then stated that Kathy Menici made contact with a representative from WEDCO who is interested in being part of the EDC.

**7. Contract Renewal for Cross Country Appraisal Group:**

Paula explained that DRA requires a contract with an appraisal group and would recommend the Town sign a contract with Cross Country Appraisal Group for the remainder of the year and then put an RFP out for proposals if the Town so chooses. Charlie pointed out that this contract was discussed months ago and questioned why the RFP was not put out then. Charlie then noted that he is not willing to sign the contract because it was just received today and not properly reviewed by Town staff or the Board members. *Gerry McCarthy motioned to enter the contract with Cross Country Appraisal Group as presented, 2<sup>nd</sup> Joan Funk. Motion carried with Charlie King and Gail Ellis opposed.* Paula stated she would like to see the RFP put out immediately.

***At 9:34pm, Charlie King motioned for a recess, 2<sup>nd</sup> Paula Proulx. Motion carried with all in favor. At 9:44pm the Board reconvened.***

**8. Other:**

**A.** Gerry suggested asking Kathy Menici to attend the Spring Real Estate Tour by Pease Broker on June 22, 2010 and the Board agreed this would be a good opportunity.

**B.** Paula reminded the Board that the Rochester Visiting Nurses Association is still looking for a representative to their Board of Directors from Farmington. Gerry will check with a resident he knows to see if he would be interested.

*Joan Funk motioned to table the review of minutes because there was a mix-up in the distribution of the minutes to the Board members, 2<sup>nd</sup> Gail Ellis. Motion carried with all in favor.*

***At 9:51pm, Joan Funk motioned to go in non-public session under RSA 91A.3.II (c), 2<sup>nd</sup> Gail Ellis. Roll call – Paula Proulx (yes), Gerry McCarthy (yes), Gail Ellis (yes), Charlie King (yes), and Joan Funk (yes).***

***At 10:32pm, Joan Funk motioned to adjourn, 2<sup>nd</sup> Gail Ellis. Motion carried with all in favor.***

***Respectfully Submitted,***

***Brandy Sanger  
Recording Secretary***

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Chairman Paula Proulx

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Vice-Chairman, Gail Ellis

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Joan A. Funk

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Gerald McCarthy

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Charlie King