

**TOWN OF FARMINGTON  
BOARD OF SELECTMEN  
PUBLIC MEETING MINUTES  
Monday, October 4, 2010  
356 Main Street, Farmington, NH**

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

**Town Staff Present:** Interim Town Administrator Alan Gould

**Public Present:** Katie Kemen

**Chairman Proulx called the meeting to order at 5:04pm.**

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

**The Board came back into public session at 6:09pm and Paula announced that the non-public minutes were sealed with a unanimous vote.**

**1. Review of Minutes:**

- A. *Gail Ellis motioned to accept the public minutes of 9-20-10 as amended, 2<sup>nd</sup> Charlie King. Motion carried with all in favor.*
- B. *Joan Funk motioned to accept the non-public minutes of 9-20-10 Part A as written, 2<sup>nd</sup> Charlie King. Motion carried with all in favor.*
- C. *Joan Funk motioned to accept the non-public minutes of 9-20-10 part B as written, 2<sup>nd</sup> Charlie King. Motion carried with all in favor.*
- D. *Joan Funk motioned to accept the public minutes of 9-27-10 as amended, 2<sup>nd</sup> Charlie King. Motion carried with all in favor.*
- E. *Joan Funk motioned to accept the non-public minutes of 9-27-10 part A as amended, 2<sup>nd</sup> Charlie King. Motion carried with all in favor.*
- F. *Joan Funk motioned to accept the non-public minutes of 9-27-10 part B as amended, 2<sup>nd</sup> Charlie King. Motion carried with all in favor.*
- G. *Charlie King motioned to accept the non-public minutes of 9-27-10 part C as amended, 2<sup>nd</sup> Gerry McCarthy. Motion carried with Joan Funk abstaining because she was not present.*

**2. Public Comment:**

- A. Joan explained that the Downtown Committee has been investigating the possible use of a directory type sign and would like the Board's insight. Gail asked if the Committee looked into placing one of these signs at the Rte 11 and Main Street junctions and Joan replied that

they had asked Joel Moulton for this information and he never forwarded this information. Brandy reminded the Joan that Joel did forward information to the Committee many months ago when he found out that in order to erect a new sign the one that is currently on Rte. 11 will need to come down. In order to remove the current sign the owners of the businesses on the signs will need to approve the change. Alan stated that a sign could be erected on the town property off of Rte. 11 down by Rite Aid. The Board was in agreement that the signs would be a good idea. The Downtown Committee did get an estimate for the signs for \$600 less a 10% discount for a total of \$540.00. ***Charlie King motioned to approve the purchase of the five signs for \$530 according to the estimate, 2<sup>nd</sup> Gerry McCarthy. Motion carried with all in favor.***

**3. Update From the Health & Safety Council:**

- A. Katie Kemen of the Health & Safety Council of Strafford County explained that their focus is to seek funding for and support collaboration among existing programs and entities that address public health and emergency preparedness for the communities they serve. In the past year they have created a public health plan for the County, set-up free H1-N1 vaccination clinics, development of the Medical Reserve Corps, Homeland Security Compliant Exercises and Improvement Planning and specifically in Farmington sponsor the Extended Education/21<sup>st</sup> Century Grant otherwise known as FAMEE. Ms. Kemen shared the Council's newest website of [www.healthandsafetycouncil.org](http://www.healthandsafetycouncil.org) and encouraged the community to visit the site and share any input or concerns.

**4. New Business:**

- A. **Establish Priorities** – Alan started the discussion by stating that he feels the most important priorities lie with the Public Works Department as there is no director at this time. The Board discussed that River Road needs to be a priority for paving though they are not sure if the fine grading is being completed by the town crew or the subcontractor. Initially the River Road paving was going to be done at the same time as the transfer station and Charlie stated he does not feel they should be done on the same time table because they were quoted as separate projects. Paul stated that she thought the Board had agreed to do both paving projects together for better mobilization and cost savings. Gerry commented that the drainage on/near School Street needs to be scheduled as well because of the safety issue with the water and ice. The Sheepboro Road widening will need to be postponed for this year. Alan asked if the levee maintenance with the shoals needs to be completed still and the Board as in agreement that this was a project for next year. It was noted that the guardrails on Sheepboro Road need to be a priority. The Board also noted that the DPW crew needs to go back on the five day work schedule within the next two weeks.

Alan commented that the Board should be mindful that the transfer station construction is almost complete and the operations procedure needs to be reviewed and approved. Gail asked if CMA Engineers can provide the Board with the proposed traffic plan. Paula stated

that Bill Straub of CMA Engineers requested a meeting with the Board and this meeting should answer a lot of these questions. Alan will schedule a meeting with Bill Straub and ask Joel Moulton if he already has this information.

Gerry stated the Wage/Salary Study also needs to be a priority and Alan stated that the Board needs to discuss if they are going to fund the study and the recommendations before he puts together a RFP. A discussion was held on the fact that the Board had directed the previous Town Administrator to look into this study and he did not and the Board is concerned with starting this process so late in the year and should probably be completed next year.

Joan reminded the Board that the center line striping needs to be completed on Chestnut Hill Road and possibly a few other roads like Meeting House Hill Road. Alan will follow-up with the sub-contractor.

## **5. Old Business:**

- A. Intent to Cut Wood or Timber** – Dennis Roseberry reviewed the applications and made recommendations for each. In regards to the intent to cut application by Mr. Roland and Anita Tremblay, Dennis suggested a “road bond.” Charlie agreed that a bond should be requested and the entrance be prepared prior to commencement with approval/inspection by Dennis. Charlie agreed that a \$5000 bond would be appropriate and consistent with previous similar applications. *Charlie King motioned to approve the timber cut application by Mr. Roland and Anita Tremblay, 435 Ten Rod Road, (Map R23, Lot 9-1) contingent upon the apron being prepared with Dennis’ approval, a \$5000 bond being in place and the site distance being checked and approved for the entrance, 2<sup>nd</sup> Gerry McCarthy. Motion carried with Gail Ellis abstaining.*

On the applications by Mr. Maurice & Geraldine Huppe and Mr. Paul Bardsley Jr. and Marthy Whitehouse, Dennis does not recommend a bond. *Gerry McCarthy motioned to approve the intent to cuts for Mr. Huppe (Map R25, Lot 001) and Mr. P. Bardsley Jr. (Map R48, Lot 22-3), 2<sup>nd</sup> Charlie King. Motion carried with all in favor.*

- B. Sign RFAM Agreement** – The Board all signed the RFAM agreement.

- C. Hauling Bids Discussion** – Joel Moulton forwarded a memo outlining the results of the RFP for the Transfer Station hauling contract. (RFP results on file with the Town) Paula stated she would like to know what the tipping fees are for the different destinations because this will come into play with the hauling bids. The Board discussed that they would like to see the actual RFPs that were forwarded from the companies for the hauling and tipping fees so that the costs and terms can be verified. The Board will review this information at the next meeting.

**6. Updates:**

- A. Alan reported that Dale completed the building inspections for the Rural Development grant to address the ADA requirements.
- B. Doug Deporter agreed to make the notation on the road swap map with the Main Street bridge.
- C. Gail commented that she does not feel it is appropriate to have Barbara type Joel Moulton's personnel memos on town letterhead, as she is not his secretary. The Board was in agreement.
- D. Charlie commented that in the engineer's field report it is stated that the scale house slab had to be adjusted and he hopes the traffic flow has been adjusted to accommodate this change. The Board will direct this question to Bill Straub at the next meeting.

*At 8:21pm, Gerry McCarthy motioned to go in non-public under RSA91A.3.II (e), 2<sup>nd</sup> Gail Ellis. Roll Call – Paula Proulx (yes), Gail Ellis (yes), Charlie King (yes), Joan Funk (yes) and Gerry McCarthy (yes).*

**At 8:41pm the Board came back into public session and Paula noted the non-public minutes were sealed with a unanimous vote.**

*At 8:42pm, Charlie King motioned to go in non-public under RSA91A.3.II (b), 2<sup>nd</sup> Gail Ellis. Roll Call – Paula Proulx (yes), Gail Ellis (yes), Charlie King (yes) Joan Funk (yes) and Gerry McCarthy (yes).*

**At 9:32pm the Board came back into public session and Paula noted the non-public minutes were sealed with a unanimous vote.**

**7. Other**

- A. Charlie asked what the back-up generator for the DPW was purchased for. Gerry replied that he recalls this purchase was approved during the budget process last year. Alan will look into the generators at the DPW.
- B. Gail asked Alan if he could get a copy of the letter from Rural Development dictating the requirements for the most recent RFQ and the actual RFQ for the Waste Water Treatment Plant.
- C. Paula asked how long it takes to get a police report done because a resident is awaiting one. Alan replied that he is not sure what the policy is but usually it is within a few days.
- D. Paula noted that a resident has brought forth a complaint of obsessive speeding on Berry Court. Alan will let the PD know so they can increase their presence there.
- E. Paula stated that Gary Mosher contacted the PD to request permission for the VFW to hold a poppy drive to raise funds for the oil at the VFW. Alan will investigate but in his opinion there shouldn't be any "drives" in the road and the Town needs an event policy.

***At 9:47pm, Gail Ellis motioned to adjourn, 2<sup>nd</sup> Gerry McCarthy. 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