

**TOWN OF FARMINGTON
BOARD OF SELECTMEN
PUBLIC MEETING MINUTES
Monday, January 24, 2011
356 Main Street, Farmington, NH**

Selectmen Members Present: Paula Proulx, Charlie King, Gerry McCarthy, Gail Ellis and Joan Funk (arrived at 7:10pm).

Town Staff Present: Interim Town Administrator Alan Gould and Bonnie Lauze

Public Present: Neil Johnson, John Scruton, Jeff Earls, Scott Marsh, Mark Neider, Loren Martin and Anna Dickie

Chairman Proulx called the meeting to order at 6:02pm.

1. Public Comment:

- A. John Scruton explained that he is seeking two building permits on Scruton Road and in order to do so needs the Selectmen's approval. He provided the Board with a letter of liability waiver and asked if the Board can request the Planning Board review the application and submit their recommendations to the Selectmen. Both lots are under a conservation easement. Alan stated the Conservation Commission does not need to review the application but legal should review the liability waiver. *Gerry McCarthy motioned to forward the application/request to the Planning Board, 2nd Gail Ellis. Motion carried with all in favor.*
- B. Anna Dickie expressed that she is not satisfied with the job Rick Conway, Recreation Director, is doing at the Rec. She feels the senior programming is not up to par and is dwindling away. Gail asked if the seniors ever give suggestions of where they would like the trips to be to and Ms. Dickie replied that she has never been asked for her input. Gail commented that a committee should be formed so the seniors can participate in the planning of their activities.
- C. It was clarified that as of February 2, 2011 the transfer station will require all trash to be bagged in clear trash bags and have a landfill sticker attached. The cost of the landfill sticker is \$1.50 and if anyone has any stickers they paid \$1.00 for they will not be responsible to pay the additional \$0.50.

2. Review of Minutes:

- A. *Charlie King motioned to re-visit the non-public minutes of 12-20-10 part A as, 2nd Gail Ellis. Motion carried with Paula Proulx abstaining.*
- B. *Charlie King motioned to accept the non-public minutes of 12-20-10 part A as amended, 2nd Gail Ellis. Motion carried with Paula Proulx abstaining.*

C. Charlie King motioned to accept the public minutes of 1-10-11 as amended, 2nd Gail Ellis. Motion carried with all in favor.

3. Sign Contract for Materials Testing and Geotechnical Engineering Services:

Alan said that the contract has been reviewed and is as the Board approved it with the clarifications. *Charlie King motioned to authorize Paula Proulx to sign the contract for Materials testing and geotechnical engineering services with John Turner Consulting that was approved on 12-20-10, 2nd Gail Ellis. Motion carried with all in favor.*

4. Interviews with Assessing Firms:

A. Cross Country Appraisal, Representative Jeff Earls presenting –

Mr. Earls explained that Cross Country Appraisal has worked successfully with the Town for several years now. He explained that the last revaluation was \$65 per parcel and now they are proposing \$58 per parcel. Mr. Earls also stated that all their employees have over 20 years experience. He then asked if the Town is considering changing software packages because he fears if the software is changed now the value calculations will not match because the Town is in mid-cycle.

B. Municipal Resources, Representative Scott Marsh presenting –

Gerry asked for clarification on the cost outlined in the proposal and Mr. Marsh explained the total cost would be \$55,000 which would include all pick-ups. Bonnie asked if the town changed over to Vision software how would we make the conversion. Mr. Marsh explained that the Proval software would be used until 2014 when the reval was complete all the information would be converted over to the Vision program. The cost for Municipal Resources to web host the Vision software is \$2200 per year. Bonnie stated that she had the opportunity to view the Vision software before the meeting tonight and it is good program and a large improvement over Proval. Mr. Marsh explained that there will be no charge for the Vision program until 2014.

Bonnie then asked if they would be available for questions and have set office hours with the town. Mr. Marsh replied the office would always be available and have a turn around time of 24 hours at a maximum and they would set in town office hours. Then the representative from Vision explained that if and when the town converts to Vision they not only would put the new information into the software but they would also convert all the towns' historical data as well.

C. Commerford, Neider, Perkins, Representative Mark Neider presenting –

Mr. Neider explained that his assessing firm has been in business for 13 years and they have experience with Farmington as one of their employees came from another company that worked for the town. He feels they are a good fit for the town as they are very familiar with Proval software. Charlie asked if he feels Proval is a good software to continue with or if the Town should upgrade and Mr. Neider replied that his company

is creating a new software that they will be installing in the communities they currently service. He then explained that the town would not be responsible for additional cost for pick-ups in the section of town they are currently in each year.

D. Avitar, Loren Martin representing:

Ms. Martin explained that Avitar has been in business for over 25 years and provide their software solely to New Hampshire so that they can focus on NH requirements. Paula asked if Avitar works efficiently with Vadar and Ms. Martin explained that a lot of the communities they work with use their Tax Collect software but they do have the capabilities over working with Vadar. Charlie asked what the cost of the Tax Collect program is and Ms. Martin replied the cost of the software alone is \$8500 but if the town was to utilize Avitar for their assessing firm then they would receive a discount on the software. The potential cost for software updates/assistance is \$2900 year for each but this cost would probably be lower with the more software the town utilizes and purchases from them.

Bonnie asked if Ms. Martin can supply the town with the cost of the software only and she replied yes. Ms. Martin also stated that she would forward a list of the communities they work with that utilize Avitar and Vadar so the Farmington can speak with them to know how the two softwares work together. Gail asked if Avitar does web hosting and if they do how much it costs and Ms. Martin replied that they do web hosting but she would need to research the cost. Bonnie then asked if the Town can just change over to Avitar now before the next reval and Ms. Martin replied yes and then the next reval would not be needed for 5 years.

E. Other

Charlie asked Bonnie to review both the Avitar and Vision programs and make a recommendation to the Board about which program she feels would be the best fit for the town.

5. Application for Downtown Committee:

Joan Funk motioned to appoint Joan Korsiroplos to the Downtown Committee for one year, 2nd Gerry McCarthy. Motion carried with Paula Proulx abstaining.

6. Request for Sealed Non-Public Minutes:

Alan explained that Paula Proulx requested copies of the non-public minutes from December 13, 20 and 27, 2010. *Gerry McCarthy motioned to release the non-public minutes of December 13, 20 and 27, 2010 to Paula Proulx, 2nd Charlie King. Motion carried with all in favor.*

7. Other Business To Come Before the Board:

1. Charlie asked if the Board is going to set-up a meeting to meet with the owner of the junkyard whose license was denied last year and the Board agreed Alan should arrange the date.
2. Charlie asked if the Board is going to advertise equipment for sale and Alan replied that at this time only the dump body is available so he would suggest waiting until there are a few more pieces available for sale.
3. Gerry asked if the meeting with Strafford Dispatch has been scheduled yet and Alan replied that he was supposed to meet with Rich Fowler today but he had an extremely high call volume today.
4. Gerry stated that the town clock is not working again and Alan replied that Megan spoke with the man today and he will be coming next week to fix it.
5. Gerry suggested having the purchase orders for the town separated into different folders for each department to make it easier to review them. The Board was in agreement that this would probably make the process a little easier.

At 8:17pm, Charlie King motioned to go in non-public session under RSA 91A.3.II. (a), 2nd Gail Ellis. Roll Call – Charlie King (yes), Joan Funk (yes), Paula Proulx (yes), Gail Ellis (yes) and Gerry McCarthy (yes).

At 8:54pm the Board came back into public session and Paula announced the non-public minutes were sealed.

At 8:54pm, Charlie King motioned to go in non-public session under RSA 91A.3.II. (a), 2nd Gail Ellis. Roll Call – Charlie King (yes), Joan Funk (yes), Paula Proulx (yes), Gail Ellis (yes) and Gerry McCarthy (yes).

At 9:20pm, the Board came back into public session and Paula announced the non-public minutes were sealed.

At 9:20pm, Charlie King motioned to go in non-public session under RSA 91A.3.II. (c), 2nd Gail Ellis. Roll Call – Charlie King (yes), Joan Funk (yes), Paula Proulx (yes), Gail Ellis (yes) and Gerry McCarthy (yes).

At 9:26pm, the Board came back into public session and Paula announced the non-public minutes were sealed.

At 9:26pm, Charlie King motioned to go in non-public session under RSA 91A.3.II. (e), 2nd Gail Ellis. Roll Call – Charlie King (yes), Joan Funk (yes), Paula Proulx (yes), Gail Ellis (yes) and Gerry McCarthy (yes).

At 9:34pm, the Board came back into public session and Paula announced the non-public minutes were sealed.

At 9:34pm, Charlie King motioned to go in non-public session under RSA 91A.3.II. (b), 2nd Gail Ellis. Roll Call – Charlie King (yes), Joan Funk (yes), Paula Proulx (yes), Gail Ellis (yes) and Gerry McCarthy (yes).

At 9:44pm, the Board came back into public session and Paula announced the non-public minutes were sealed.

At 9:44pm, Charlie King motioned to go in non-public session under RSA 91A.3.II. (e), 2nd Gail Ellis. Roll Call – Charlie King (yes), Joan Funk (yes), Paula Proulx (yes), Gail Ellis (yes) and Gerry McCarthy (yes).

At 9:52pm, the Board came back into public session and Paula announced the non-public minutes were sealed.

At 9:53pm, Joan Funk motioned to adjourn, 2nd Charlie King. Motion carried with all in favor.

Respectfully Submitted,

Brandy Sanger

Recording Secretary

Chairman Paula Proulx

Vice-Chairman, Gail Ellis

Joan A. Funk

Gerald McCarthy

Charlie King