

**TOWN OF FARMINGTON
BOARD OF SELECTMEN
PUBLIC MEETING MINUTES
Monday, May 23, 2011
356 Main Street, Farmington, NH**

Selectmen Members Present: Paula Proulx, Charlie King, Gerry McCarthy, Joan Funk and Jim Horgan

Town Staff Present: Interim Town Administrator Gary Stenhouse, Public Works Director Scott Hazelton, Water/Wastewater Director Dale Sprague and Code Enforcement Officer Dennis Roseberry.

Public Present: Neil Johnson, Mr. Zampieri, Ed Leonard and Elizabeth Johnson

Chairman Proulx called the meeting to order at 7:00pm.

1. Road Access Request for Map R49, Lot 016:

Dennis Roseberry explained that Mr. Zampieri would like to remove the berm at the end of Cameron Drive for access to his lot at Map R49, Lot 016. It is currently landlocked at the end of Cameron Drive. Joan said that she feels Mr. Cameron needs to be contacted because he owns the property. Mr. Zampieri stated that he spoke with Mr. Cameron in the fall in he has no problem with the access and he is being taxed for a house lot even though it is landlocked. Gerry added that the town plows Cameron Road but he is unsure who actually owns the road and the file needs to be reviewed to see if there are restrictions of the road and access. Charlie said he would like to ensure that the maintenance plan for the area is established because at this point the town plows up to the berm. Gerry stated he believes the town only took over the winter maintenance of the road only. Dennis will do some research on the road.

2. Review of Minutes:

- A. Joan Funk motioned to accept the public minutes of May 9, 2011 as amended, 2nd Jim Horgan. Motion carried with all in favor.*
- B. Joan Funk motioned to accept the non-public minutes of May 9, 2011 part B as written, 2nd Jim Horgan. Motion carried with all in favor.*
- C. Joan Funk motioned to accept the non-public minutes of May 9, 2011 part C as written, 2nd Jim Horgan. Motion carried with all in favor.*
- D. Joan Funk motioned to accept the non-public minutes of May 9, 2011 part D as written, 2nd Jim Horgan. Motion carried with all in favor.*

3. Wastewater Treatment Facility Update:

Ed Leonard of Wright-Pierce updated the Board on Phase 1 – Effluent Diposal Upgrade; the final completion paperwork has been circulated for signature, and the Warranty Period for this project extends through August 23, 2011 (original contract) and February 4, 2012 (additional

work). He then provided an update for Phase II – WWTF (wastewater Treatment facility) Upgrade; through April 30, construction is approximately 26% complete based on Contract Time and approximately 26% complete based on Contract Price. The funding source did not approve the purchase of the Allen-Bradley drives and if the Town would like to utilize them then they would need to pay the additional \$52,000. The Board was in consensus to not pay the additional costs for the Allen-Bradley drives. Wright-Pierce developed RFI WP-2 to request modifications to the design based on coordination items identified during multiple drawing reviews and based on previous discussions with the Board related to items to streamline site cleanup capabilities. Apex original cost proposal for these changes was for \$26,342 but an updated proposal was received from Apex on May 20, 2011 for a cost of \$16,173.59. With the exception of the markups, Wright-Pierce finds the cost to be reasonable for the scope of the modifications. Charlie asked what the bond is for and Ed explained it is the contractor’s performance bond. Ed then explained the town should approve these changes because it will allow the town to have automated cleaning (during off hours). ***Charlie King motioned to approve the change order for the RFI WP-2 with the cost not to exceed \$17,000, 2nd Joan Funk. Motion carried with Gerry McCarthy opposed.***

Ed then reviewed the progress for Phase III – Collection System. At this point 19 out of the 44 easements have been received and 14 of those meet the income threshold and qualify for grant funding. Dale Sprague stated individual phone calls will need to be made to the remaining home owners. Based on the BOS request, the 90% Bid form has three parts – “Part A”, “Part B” and/or “Part A&B” work. Part A is the work on private property, Part B is the work in public rights-of-way and Part A&B is a combination of both. The intention was to try to get more competitive pricing and to potentially have 2 different contactors. The funding agencies have stated that they will not object to the Town splitting this work into two contracts but they do not recommend 2 contracts for this size project and they do not it will save the town money. The management and inspections of 2 construction contracts will increase the cost of construction engineering, and could partially or completely offset any savings in construction cost because two sets of bidding documents will be required. The Board was in consensus to move forward with two separate bidding documents.

4. Public Works:

A. **Tree Clearing Bids** – Scott provided the Board with bids for Tree Removal as follows;

	Per Hr.	Per ½ day	Per full day
Urban Tree (2 man crew)	\$120	\$480	\$960
Urban Tree (3 man crew)	\$225	none provided	\$2800
Seacoast Tree Care	\$180	\$540	\$1,080
Burke’s Tree Care (3 man)	\$185	\$750	\$1,500
Burke’s Tree Care (6 man)	\$425	\$1,700	\$3,400

Joan Funk motioned to contract with Urban Tree Service for tree clearing with the cost to not exceed \$5760, 2nd Jim Horgan. Discussion followed where Gerry asked if this is for

Meadorboro Road and Ten Rod Road and Scott replied at this time yes, because there are a number of trees that need to be removed for safety. *Motion carried with all in favor.*

B. Paving – Scott provided the Board with a list of the paving projects he would like to complete and the paving bids he received. The first ten projects would cost \$54,931.85 and he has \$56,474.17 in his budget at this time. The paving line has \$30,260 in it but the proposed projects will have a \$7,000 shortfall. The 1” overlay on River Road is expected to cost \$40,229.20, the dump road will be \$12,767 and the Charles Street overlay is expected to cost \$5,500. The Board asked Scott how the projects can be completed without going over budget and Scott stated projects 8,9 and 10 can be pushed back until 2012 if needed. The Board was in consensus to move forward with River Road paving and paving projects 1 through 7 as listed, and the sidewalks.

The following bids for paving were received;

Durrell Paving Inc.	\$128,920
GMI Asphalt Paving Specialists	\$105,480
Suburban Paving Inc.	\$104,542.40

Joan Funk motioned to award the bid to Suburban Paving for the approved paving projects as discussed tonight for projects 1-7, River Road and the sidewalks with the cost to not exceed the budget, 2nd Jim Horgan. Motion carried with all in favor.

C. Scott will be meeting with the Army Corps of Engineers in Concord, MA tomorrow regarding the river and will report back to the Board after. The Board informed Scott that the right-of-way was surveyed and flagged last year and the Town is responsible to maintain the integrity of the levee.

5. Application for a Facilities Use Request:

Joan Funk motioned to approve the facilities use request by the FHS Sophomore Class for a carwash on June 4, 2011, 2nd Paula Proulx. Motion carried with all in favor.

6. Request for Funds from Computer Technical Fund:

Gary Stenhouse stated that the ASP invoice came in at \$6,105 and this amount was not budgeted for. Gary suggested paying the invoice out of the Computer Technical Fund for this year and budget it next year. *Gerry McCarthy motioned to pay The Network Managers invoice of \$6,105 out of the Computer Technical Fund and if there is money remaining at the end of the year in the budget than the fund should be replenished, 2nd Joan Funk. Motion carried with all in favor.*

7. Other Business to Come Before the Board:

- A. **Municipal Building Staffing** – Gary reminded the Board that for a couple of weeks the Municipal Building has had to close at 4pm on Fridays due to staffing issues but he has solved the problem with staff and does not expect this to happen again.
- B. **SAU Lease** – Gary reviewed that the SAU pays approximately \$46,230 per year for the lease of the office space and parking and the town provides the heat, electricity, maintenance, plowing, elevator and such. The cost worked out to be \$5.43/sq. ft for the lease. After researching other towns he found Rochester pays \$8/sq ft., Milton pays \$10/sq. ft and these figures are similar in other towns.

Gerry asked if any new information has come in from the School department and Gary said no. Joan said the Farmington School Board is meeting tomorrow at 5pm to discuss SAU renovations according to their agenda. Charlie stated he contacted the Chair and she was unaware of the discussion and what it was to be about.

- C. **Roof Repair Bill** – Gary requested the Board approve the payment of the roof repair bill as the job was completed satisfactorily. *Jim Horgan motioned to authorize the payment of the roofing bill, 2nd Gerry McCarthy.* Discussion followed where Charlie stated that he is not in favor of the motion because he feels it should follow the standard payment terms. *Motion carried with Charlie King and Paula Proulx with all in favor.*
- D. **Town Administrator Applications** – Gerry asked if applications have been coming in for the town administrator position and Gary stated he would like to discuss this in non-public.
- E. Gerry stated he would like to discuss making the Dog Officer a per-diem position noting it would reduce the need for a vehicle. The Board agreed to discuss this position at a future meeting, possibly June 27th. Gary reminded the Board that at this point the County is not going to prosecute the Domestic Violence cases and therefore the Town will have to pick up the cost of the prosecution. The funds for the previous dog officer should probably be held aside to help with this cost. Paula reminded the Board that during budget time the Police Chief told the Board that his police officers could not handle the extra load of animal control.
- F. Jim Horgan requested \$150 for the Economic Development Committee to have Farmington Computers upgrade the computer in the Selectmen’s Chambers. *Charlie King motioned to authorize the \$150 for the EDC, 2nd Gerry McCarthy. Motion carried with all in favor.*
- G. Joan stated that she received a call from a resident who has a trash compactor that does not have clear bags readily available. Gary said he spoke with Scott today about this and they decided compactor bags can be taken to the dump as long as the resident brings a

clear plastic bag with them so if the dump attendees would like to cut it up for inspection the trash can be dumped into a clear bag.

- H. Charlie stated he questioned the Fire Chief about Engine 2 and it now has 13 items wrong with it, even though it only had 6 issues previously. According to the Fire Chiefs memo the engine is unusable and unwanted. Gerry reminded the Board that all the repairs were made last year. Charlie stated that it is apparent that the Engine is not going to be used and the Town should move forward to get rid of them. Gerry stated he would like the Fire Chief present at a meeting so the list can be reviewed with him. Gary will schedule this discussion for June 27th.
- I. Gary updated the Board that the Welfare Director is still working to update the Rules and Procedures for the Welfare Department.
- J. The Farmington, NH Democrats would like to be added to the Town's Business Directory. Joan stated the intent was not for political entities and Gary stated that Town websites due not usually provide links to political entities. The Board agreed to not include them in the Directory.
- K. Paula inquired about the water bill for the town hall (\$200 appropriation) and Gary replied he will check with Pam.

At 9:18pm, Jim Horgan motioned to go in non-public session under RSA 91A.3II (d), 2nd Gerry McCarthy. Roll call – Charlie King (yes), Paula Proulx (yes), Gerry McCarthy (yes), Joan Funk (yes) and Jim Horgan (yes).

At 9:40pm the Board came back into session and Charlie announced the non-public minutes were sealed with a unanimous vote.

At 9:40pm, Jim Horgan motioned to go in non-public session under RSA 91A.3II (d), 2nd Gerry McCarthy. Roll call – Charlie King (yes), Paula Proulx (yes), Gerry McCarthy (yes), Joan Funk (yes) and Jim Horgan (yes).

At 9:52pm the Board came back into session and Charlie announced the non-public minutes were sealed with a unanimous vote.

At 9:52pm, Jim Horgan motioned to go in non-public session under RSA 91A.3II (d), 2nd Gerry McCarthy. Roll call – Charlie King (yes), Paula Proulx (yes), Gerry McCarthy (yes), Joan Funk (yes) and Jim Horgan (yes).

At 10:03pm the Board came back into session and Charlie announced the non-public minutes were sealed with a unanimous vote.

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At 10:03pm, Jim Horgan motioned to go in non-public session under RSA 91A.3II (d), 2nd Gerry McCarthy. Roll call – Charlie King (yes), Paula Proulx (yes), Gerry McCarthy (yes), Joan Funk (yes) and Jim Horgan (yes).

At 10:23pm the Board came back into session and Charlie announced the non-public minutes were sealed with a unanimous vote.

At 10:23pm, Jim Horgan motioned to go in non-public session under RSA 91A.3II (b), 2nd Gerry McCarthy. Roll call – Charlie King (yes), Paula Proulx (yes), Gerry McCarthy (yes), Joan Funk (yes) and Jim Horgan (yes).

At 10:33pm the Board came back into session and Charlie announced the non-public minutes were sealed with a unanimous vote.

At 10:33pm, Jim Horgan motioned to go in non-public session under RSA 91A.3II (b), 2nd Gerry McCarthy. Roll call – Charlie King (yes), Paula Proulx (yes), Gerry McCarthy (yes), Joan Funk (yes) and Jim Horgan (yes).

At 10:39pm the Board came back into session and Charlie announced the non-public minutes were sealed with a unanimous vote.

At 10:40pm, Jim Horgan motioned to adjourn, 2nd Joan Funk. Motion carried with all in favor.

Respectfully Submitted,

Brandy Sanger

Recording Secretary

Chairman Charlie King

Jim Horgan

Joan A. Funk

Gerald McCarthy

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Paula Proulx