

**TOWN OF FARMINGTON  
BOARD OF SELECTMEN  
PUBLIC MEETING MINUTES  
Monday, December 19, 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 and

Water/Wastewater Superintendent Dale Sprague and Recreation Director Rick Conway.

**Public Present:** Neil Johnson, Dave Connolly, Deb

**Chairman King called the meeting to order at 6:10pm**

**1. Public Comment:**

None

**2. Recreation Department Budget Review:**

Rick explained that he budgeted the payroll line with a 3% increase because Gary told him to. He also would like to budget 50 hours of overtime at \$23.82/hr for a total of \$1,191 to help cover the office duties and overtime that he used to cover with comp time. Joan asked why there is still \$1200 in the training line and Rick explained that the budget was frozen and this was a line he thought he could hold by not purchasing uniforms. Charlie stated that he would like to see the training line broke into separate lines for training, memberships and uniforms so the expenditures can be tracked. Charlie then asked what memberships the Rec is involved in and Rick explained he pays about \$400 for the National Parks and Rec.

Rich informed the Board that he budgeted \$6000 for a new Bingo board. Jim asked how many people attend Bingo and Rick replied about 75 seniors each week. Gerry asked for the state statute that regulates that all funds collected have to be returned back to the patrons in the form of winnings. Rick explained the money they take in from the 50/50 raffle pays for the bingo cards, free coffee and the part-time person who works. He would also like to move his laptop to the registration desk and purchase two new laptops for him and Aleisha.

The park maintenance line is for the port-o-potties at the Fernald Park and the bark mulch at the parks. Joan pointed out that there is a local vendor for port-o-potties now and Rick said yes, he is aware of that. The cost is \$90 per month that is in the park from May to September and is cleaned weekly. The vehicle maintenance line was reduced by \$500 because both vehicles had a lot of work done this year and are now in good shape.

Jim asked for more information on the overtime line. Rich stated that he has a good accounting of the comp time for the program assistant and the 50 hours budgeted is based on the accounting at a rate of 1.5 times. A large chunk of these hours is for the week before and of Hay Day.

Under the Other Culture & Recreation budget proposal Rick requested the Hay Day line to go back up to \$4,500 because it is a huge expense. He did a Hay Day donation bucket collection and from February to July 2011 he raised \$70.33. Rick noted that he applied for three grants but has heard there will probably be a \$12,000 reduction in grant funding. Joan noted that she would feel better increasing the Hay Day line if there were more things/events than the commercial vendors. Jim commented that at the most recent EDC and Downtown and Business Committee they discussed getting together with Rick about Hay Day and how to maybe bring back some fun events from the past.

### **3. Capital Outlay:**

Gary reminded the Board that Scott Roberge already reviewed that he would like to purchase a cruiser this year with the outside services account. Also under the 2012 Revaluation line \$29,232 was budgeted to cover 1/3 of fee by Cross Country Appraisals. Gary explained that he has budgeted \$40,000 for a capital lease for 7 years for a 10 wheeler with plow, sander and wing though he is not comfortable with the figure because it is not from a lender. Charlie asked why this truck is needed based on the vehicles the town just received from the Homeland Security surplus. Scott replied that his department has not gone through the two tri-axes that were brought in and they are not sure if they can be retro-fitted with plows and sanders. The current Sterling truck has been rebuilt twice this year and Scott is not comfortable sending out for plowing.

Gary stated that he budgeted \$4,250 for bat control at the Municipal Building and this figure is based on a quote. He also budgeted \$25,000 to erect the DPW building (this is the DPW's share, the PD budgeted \$10,000). Paula asked why the whole amount isn't budgeted under capital outlay and Gary replied it could be. This amount is an estimate for a frost wall, slab, cost to erect building and a roof. Lastly, Gary budgeted \$18,000 for the construction of a handi-capped accessible bathroom at the Municipal Building. This bathroom renovation is required to be done because of the ARRA/ Rural Development grant funding. Joan suggested looking at doing the upstairs bathroom at the same time if it is cost effective.

### **4. Library Proposed Budget Review:**

Deb Christie, Librarian, explained that the library trustees have requested a town payment of \$275,464 which is an increase of \$10,873 from FY2011. Deb explained that they have level funded all salary lines and there is a decrease in the support staff payroll due to new hires at a lower rate. Charlie asked what the current capital improvement fund has in it and Deb replied that it approximately \$30,000. She also noted that all the utility costs have increased including; fuel, electricity, phone, water and sewer. Charlie asked how much is typically in the library

operating account and Deb replied about \$26,000. Gerry asked if they keep track of the number of people who use the services in the town and Deb said the library does track the number of people who come into the library and it is approximately 190 people per week, but she will forward the count statistics to the Board.

**5. Conservation Commission Budget Proposal:**

Chairman Dave Connolly explained that the Committee is just looking for flat funding. Charlie asked for a breakdown of the operating costs and Dave pointed out that the report he gave the Selectmen includes a breakdown of the line. The Selectmen were in agreement this Committee has done a spectacular job and these funds have been wisely spent over the past several years.

**6. Water Department Budget Proposal:**

Dale reminded the Board that they still need to come to a consensus on what they would like to do with the water exploration in the water consultant line. Charlie asked what the audit fees are for and Dale explained that it is his portion of the town audit because he has two enterprise funds. Dale also explained that the overtime line is for on-call time (on weekends) and 26 hrs/yr in actual overtime. Charlie asked how many vehicles are in his fleet and Dale explained ¼ of backhoe, ½ F250 and ½ car. Pam explained the town gets one lump bill from Primex and the amount budgeted in the water department is just a percentage of that lump sum.

The Board was in consensus to budget \$35,000 for water well exploration with the funds to come out of the capital reserve. Charlie asked why Dale is requesting \$14,000 for pump repair. Dale explained that preliminary research shows that well #5 needs its' screen cleaned which typically costs \$10,000.

***At 7:58pm, Jim Horgan motioned for a short recess, 2<sup>nd</sup> Joan Funk. Motion carried with all in favor.***

**At 8:09pm the Board reconvened.**

**7. Sewer Department Budget Proposal:**

Dale explained that costs such as the electricity, chemicals and sludge dewatering are based on best guess estimates due to the new plant being on line. The bond payment line will decrease a little because the town was able to lock in at a lower interest rate. Charlie asked what the \$52,000 in the sludge processing is for and Dale explained they are still going to do the spring de-watering but the figure has gone up because the waste has to be trucked to another facility like Waste Management.

**8. Other Budget Discussions:**

Gary informed the Board that as the budget is presented right now there is a \$0.66 increase to the tax rate. Every \$0.10 on the tax rate is equal to about \$40,000. The estimated revenues are down \$169,000. A discussion was held on what the large increases were such as building

maintenance (the town is no longer receiving the lease money for upstairs), fire department and landfill costs.

Joan asked why the town is still paying to lease the parking spaces and Charlie informed her that the Board previously discussed this and decided to keep the lease until a firm decision is made on what to do with the upstairs. Gerry then added that he got a copy of the latest air quality report for upstairs and the report stated the air was cleaner than the outside. The Board then decided to hold a budget hearing on January 4, 2012 to finalize the budgets for the Budget Committee.

**9. Appointment to the Trustees of the Trust Fund:**

Gary informed the Board that RSA 669:7 does not allow the Selectmen to appoint one of themselves as a trustee. Charlie asked Neil Johnson if he would be willing to serve as a trustee. *Charlie King motioned to appoint Neil Johnson as a trustee of the trust fund until the March 2012 election, 2<sup>nd</sup> Gerry McCarthy. Motion carried with all in favor.*

*At 9:18pm, Jim Horgan motioned to go in non-public session under RSA 91A.3.II (a), 2<sup>nd</sup> Jim Horgan. 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, Gerry McCarthy motioned to adjourn, 2<sup>nd</sup> Joan Funk. Motion carried with all in favor.*

*Respectfully Submitted,*

*Brandy Sanger*

*Recording Secretary*

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Chairman Charlie King

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Jim Horgan

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Joan A. Funk

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Gerald McCarthy

Accepted 1-9-12

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Paula Proulx