

**TOWN OF FARMINGTON  
BOARD OF SELECTMEN  
PUBLIC MEETING MINUTES  
Monday, April 9, 2012  
356 Main Street, Farmington, NH**

**Selectmen Members Present:** Paula Proulx, Charlie King, Arthur Capello, Joan Funk and Jim Horgan

**Town Staff Present:** DPW Director Scott Hazelton, Lt, Kevin Willey, Patrolman Jennifer Astbury, Patrolman Brian Gore, Det. Jay Drury, Town Clerk Kathy Seaver, Water Superintendent Dale Sprague, Summer Scott, John Radcliffe, Ernie Morgan and Rec. Director Rick Conway.

**Public Present:** Kathy Spangler, Neil Johnson, Stan Freeda and Ed Leonard

**Chairman Charlie King opened the meeting at 6:03pm.**

**1. Public Comment:**

None

**2. Review of Minutes:**

*Jim Horgan motioned to table the minutes until later in the meeting, 2<sup>nd</sup> Paula Proulx. Motion carried with all in favor.*

**3. Swearing in Ceremony:**

Town Clerk Kathy Seaver swore in the two new police higher, Jennifer Astbury and Brian Gore and then Lt. Kevin Willey presented them both with their police badges.

**4. Committee Applications:**

*A. Jim Horgan motioned to appoint Kathleen King to the Economic Development Committee for one year, 2<sup>nd</sup> Paula Proulx. Motion carried.*

*B. Arthur Capello motioned to appoint Gail Ellis to the Economic Development Committee for three years, 2<sup>nd</sup> Jim Horgan. Motion carried.*

*C. Jim Horgan motioned to appoint Kathy Spangler to the Conservation Commission for two years, 2<sup>nd</sup> Joan Funk. Motion carried.*

**5. Community Garden Update:**

Stan Freeda of the Farmington Democrats provided an update on the Community Garden plans. They have created a set of by-laws, a mission, and have plans to promote, create and maintain a community garden. The Farmington Democrats will establish and enforce the rules/policies of the garden, will pay the water bill and would just like the town to do the initial clearing of the land at the water tower where the garden is proposed. Charlie asked if the town could get an annual financial report of the project and Mr. Freeda replied he would make sure that happened. Arthur asked what the cost to install water up at the tower would be and Charlie explained Dale Sprague stated the cost would be minimal but though he will request a firm number. Paula asked how many gardens they feel the area will support and the answer was there is enough area to have twenty-six 10' x 20' spaces. Joan was sure to thank the Farmington Democrats for their vision and work.

## **6. Public Works:**

**A. 4 Day Workweek Proposal** – Scott Hazelton, DPW Director, reviewed his revised 4 day work week proposal. He is proposing a weekly schedule of four 10 ½ hr days, Monday through Thursday from 6:00am to 4:30pm. Two DPW staff members will be required to be on-call on Friday and Saturday in the event of an emergency and have agreed to waive being compensated for being on-call. If the Board feels it is necessary, the staff has agreed to be compensated for two hours of straight time per day that they are on-call. Also, in the event of rain they would be working anyway. The DPW will take lunches from 12 to 12:30PM each day along with two 15 minute breaks. Joan noted that last summer we had a few major rain events and asked how that worked with the DPW and Scott explained he told his guys they would be on call when he knew there was a significant storm coming and the guys got paid time and a half for the hours they worked. Paula asked how the on-call compensation would be paid and Scott stated there are funds in his account because he has an employee out on medical leave that he is not paying for, however his guys have agreed to no on-call pay.

A discussion was held that a two hour straight time per day compensation should be given to the DPW staff that is on-call each weekend to be consistent with practices in other departments. *Jim Horgan motioned to approve a four day work week for the DPW based on the conversation tonight with a daily 30 minute lunch, having two people on call each weekend and to compensate them 2 hours of straight time a day for being on call and time and half for each hour they need to come in for an emergency; 2<sup>nd</sup> Joan Funk. Charlie King offered a friendly amendment to have compensation for on-call employees be according to town policy. Jim did not accept the amendment because he does not feel the Board can create a policy to be effective soon. Motion carried with all in favor.*

**B. Bid Awards** – Scott reviewed the roadway and sidewalk paving projects as follows;

R & D Paving Inc	\$118,233.35	(for an additional \$31,000 they agreed to hold the bid amount for paving Berry Court)
GMI Asphalt Paving Specialist	\$122,237.14	
Suburban Paving Inc.	\$133,124.50	

Scott recommends going with R & D Paving Inc. with a total estimated project cost of \$149,872.90. *Joan Funk motioned to award the paving bid to R & D Paving Inc with a project cost to not exceed \$149,872.90 which includes paving Berry Court, Chestnut Hill Road and Hornetown Rd. rehabilitations and a few minor other projects, 2<sup>nd</sup> Jim Horgan. Arthur Capello offered a friendly amendment to reduce the amount by \$3,000 because additional funds are needed for the chip sealing project. Joan Funk and Jim Horgan accepted the friendly amendment. Motion carried with all in favor.*

Scott explained that All States Asphalt provided a bid proposal to not exceed \$46,138.42 for chip sealing. The intent is to chip seal Ten Rod Road from the corner of Meetinghouse Hill Road to the Rochester line with the town installing the shoulder stone. *Arthur Capello motioned to award the bid for chip sealing to All States Asphalt for \$46,000, 2<sup>nd</sup> Jim Horgan. Motion carried with all in favor.*

**C. Other** – Charlie pointed out that there is a large sand pile in the Municipal Parking lot and questioned when the DPW will be taking care of it. Scott explained that the sand clean up is on the schedule for the next two weeks. Charlie then asked if it is possible to get volunteers from the state to do sweeping and trash pick-up and Scott stated he is working on it. Scott then stated that there is a street sweeper/vacuum for sale for \$10,000 and he would like permission to go look at. *Arthur Capello motioned to allow Scott Hazelton to look at the sweeper, 2<sup>nd</sup> Jim Horgan. Motion carried with all in favor.*

*At 7:25pm, Jim Horgan motioned for a recess, 2<sup>nd</sup> Charlie King. Motion carried with all in favor.*

**At 7:37pm the Board reconvened.**

### **7. Wastewater Treatment Plant Schedule Update:**

**A.** Ed Leonard of Wright-Pierce explained that he got a letter from Rural Development on Feb. 29, 2012 to accelerate the expenditure of the ARRA funds. Originally the conditions of the grant were to expend all the funds by September 30, 2015. The revised conditions of the grant is to have all work under construction contract by July 2012 and expend all funds by September 30, 2013 unless a waiver is obtained by the Office of Management and Budget. Paula replied that the town has moved forward in good faith and has worked diligently to meet all deadlines and feels it is not fair to the town to accelerate the project and potentially lose funding to meet

political needs. Ed stated he feels the town should begin the process of requesting a waiver, contact senators for their support of the waiver and also prioritize a work list in case the waiver is not accepted.

Without an OMB waiver, significant engineering efforts will be required in the immediate future in order to achieve the schedule identified. Specifically, project elements will need to be conceptualized, designed, and advertised for bidding. At this time, there is approximately \$2,000,000 in funding assigned to Phase 4 and to Phase 2/3/4 Project Contingency. Wright-Pierce is in the process of developing a prioritized list of potential project items to discuss with the Board.

Paula asked how much of the work can be accelerated and Ed explained there is about \$300,000 in construction costs that can be accelerated with the current contractor and the RIBs might be able to be accelerated though the permitting is the unknown. The Board was in agreement to request the waiver, start the political process and create a prioritized list “just in case”. Ed also explained that a meeting with Rural Development should also be scheduled. Ed then asked if the Board would like to get a change order to APEX Construction now for items that could be included at this time and the Board replied yes, but they need to be fiscally responsible.

**B.** Ed then reported Phase 1 is basically done and the contractor for Phase 3 (Contracts 1 and 2) is remobilizing this week to complete the contract work in April and May. There are two change orders for Phase 2. The first is for a remote camera for monitoring the sludge loading bay with a cost of \$12,149.86 and the item has been approved by DES and RD. Dale explained that this would be away to monitor the quality of the sludge and would protect against overfilling of the sludge container and provide some safety benefits during unattended operation. Charlie stated he is concerned over the price for a set camera. Ed explained that it has programming/software involved and hardware wiring. The funding is all coming from the ARRA grant funding. Ed then added that this item is not time sensitive and the Board can wait to make a decision at a later time when the prioritized list is ready and the Board was in consensus to wait on approving this change order.

The second change order is to relocate the plant water system control panel. The plans call for the control panel for the new plant water system to be mounted to the equipment skid which is located in the existing Operations Building at the basement level. Recently, there was a flood (town water) in this space unrelated to construction activities and they feel it would be prudent to relocate the control panel to the upstairs to prevent damage in the event of future flooding. ***Arthur Capello motioned to approve the change order to relocate the control panel to the upstairs with a cost not to exceed \$10,267.97 if it is approved by both DES and RD, 2<sup>nd</sup> Joan Funk. Motion carried with all in favor.***

C. Ed informed the Board that the fuel storage tank for the generator is going to be removed soon. The cost for this is included in the approved contract but if there is any contamination found there will be additional costs for the remediation.

**8. Recreation Department:**

**A. Bingo Board** – Rick Conway, Rec. Director, explained that he purchased a refurbished Bingo board for \$1500 of which the purchase was approved by Gary Stenhouse. This purchase was paid for through the Rec. Revolving Account. Rick would like to hang the bingo board on the wall to the right of the stage in the hall and Scott Hazelton said his department could help hang it. Paula asked for the approximate size of the Board and Rick replied 2' x 6'. The Board was in consensus that it is okay to hang the Bingo board as requested.

**B. Re-Key Rec. Department** – Rick explained that he would like to Re-Key the Rec. Charlie asked why we would re-key the Rec again when it was just done 2-3 years ago. Joan asked what prompted this request and Rick explained they have added some security issues at the Rec. with materials coming up missing. The Board discussed that they are not sure changing the locks is going to resolve the issues but a further discussion needs to be held on what to do. The idea of maybe installing cameras was brought up.

**9. Board Meeting Time and Day:**

The Board held a discussion on possibly changing the day and times of the meetings and the consensus was to keep the meeting as is.

**10. Review of Minutes:**

*A. Joan Funk motioned to approve the public minutes of March 26, 2012 as amended, 2<sup>nd</sup> Charlie King. Motion carried with all in favor.*

*B. Joan Funk motioned to approve the non-public minutes of March 26, 2012 part A as amended, 2<sup>nd</sup> Jim Horgan. Motion carried with all in favor.*

*C. Joan Funk motioned to approve the non-public minutes of March 26, 2012 part B as amended, 2<sup>nd</sup> Jim Horgan. Motion carried with all in favor.*

*D. Jim Horgan motioned to approve the non-public minutes of March 26, 2012 part C as amended, 2<sup>nd</sup> Charlie King. Motion carried with all in favor.*

*E. Arthur Capello motioned to approve the non-public minutes of March 26, 2012 part D and E as amended, 2<sup>nd</sup> Joan Funk. Motion carried with all in favor.*

*At 8:47pm, Arthur Capello motioned to adjourn, 2<sup>nd</sup> Joan Funk. Motion carried with all in favor.*

Amended and accepted 4-23-12

*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

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Paula Proulx