

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

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

Selectmen Excused: Arthur Capello

Town Staff Present: Interim Town Administrator Gary Stenhouse, Interim Police Chief Lt. Kevin Willey, Rec Director Rick Conway and DPW Director Scott Hazelton

Public Present: Marge Powers, Neil Johnson, Mr. Powers and Christopher Neal

Chairman Charlie King opened the meeting at 6:00pm.

1.Public Comment:

A. Charlie announced the Selectmen have hired Mr. Keith Trefethen for the Town Administrator position. He comes from Berwick, Maine and will start with the town next week.

B. There will be an informational meeting on July 23 at 6pm to discuss the possibility of the Collins & Aikman site becoming a superfund site.

C. Charlie announced that the town was awarded a \$10,000 grant that Kathy Menici, town planner, put together. These funds will be used for planning purposes.

D. Marge Powers of 165 Camelot Shore Dr. expressed concern that there was a call placed on July 4th at 2am to complain that there was a group of young adults drinking, letting off fireworks and more down on the beach and there was not an officer available to respond to the call. She is very concerned that the town police department is understaffed. Mrs. Powers asked why the Board does not do a better job keeping officers in town when they are leaving for monetary reasons. Charlie explained a new contract has been negotiated this year which includes raises and we, as a small town, do the best we can. Paula added that the town participated in a wage and salary study and our police officers were within the range of average pay for towns of similar economic make up but unfortunately we lose officers to cities like Rochester which have a much larger budget.

E. The reporter from Foster's asked if the Board had any concerns when hiring the new town administrator with the controversy he recently experienced in Berwick, ME. Charlie explained Mr. Trefethen went through an intensive hiring process, a full background check and was very forthcoming with the Board during all interviews/questioning.

2. Review Minutes:

A. Jim Horgan motioned to accept the public minutes of June 25, 2012 as amended, 2nd Paula Proulx. Motion carried with Joan Funk abstaining.

B. Paula Proulx motioned to accept the non-public minutes of June 25, 2012 part A as amended, 2nd Jim Horgan. Motion carried with Joan Funk abstaining.

3. Hawkers Peddlers License Application: NH Route 11 Corn Stand:

Christopher Neal applied for a Hawkers/Peddlers License for the 2012 season to have his vegetable stand. *Joan Funk motioned to approve the Hawkers/Peddlers License for Christopher Neal, 2nd Jim Horgan. Motion carried with all in favor.*

4. Downtown Revitalization Plan:

Scott informed the Board that he has been working with the Police, Fire, Water and Planning Departments to draft a downtown revitalization plan. There are a number of grants available for reconstructing the drainage, streets, parking and walkways. This draft plan includes an increase in public parking and green space and also a new public safety building. Specifically there are grants available for “park and ride” which is essentially what our public parking area is.

Paula commented that she appreciated the forward thinking of the department heads and the work they have put into the draft. She asked if they could please bring this plan to the CIP committee because it would definitely be a large CIP project. Also, Paula stated she would love to see the entrance/exit to the municipal lot be changed as proposed regardless if the whole plan moves forward or not. Also a list of possible funding sources and what type of grant they would be would be nice. Charlie noted that this is all new information to the Board tonight and would like the opportunity to review the draft in more detail. Scott asked if they can request a Statement of Qualifications and Charlie said he does not feel the town is quite at that point yet since it is a new concept.

Joan noted that the town needs to move forward and commends the department heads for their work thus far. She does not want to stop their forward progress and believes the statement of qualifications should be requested at this time. Scott added that his purpose for wanting the SOQs is so the town is moving forward and one step ahead in the grant process. *Jim Horgan motioned to allow Scott Hazelton and any of the other department heads to move forward with the draft plan, 2nd Joan Funk.* Discussion followed where Jim explained his motion would allow Scott to identify grants associated with this type of development and identify the number of parking spaces in the downtown versus what is being proposed. *Motion carried with all in favor.*

5. Department of Public Works:

Jim asked what the town responsibility is to the levee system. Scott explained the town mows annually, takes care of any litter and ensures property owners along the levee are not planting and such within the levee. The Army Corps of Engineers gave us favorable reports for the past two years.

6. Audit Engagement Letter for 2012:

Gary Stenhouse explained the auditors need a copy of the current agreement with the town signed for both their and our records. *Joan Funk motioned to allow the chair to sign the auditors agreement, 2nd Jim Horgan. Motion carried with all in favor.*

7. Capital Improvement Committee Recruitment:

Paula updated the Board in that she is hoping to hold the first CIP meeting on July 25, 2012 at 6pm. There are several volunteers from the Budget Committee and she is waiting for the Planning Board to choose someone as well.

8. Boundary Line Agreement for Farmington Town Forest:

Dave Connolly, Chairman of the Conservation Commission, explained that a boundary line agreement between the town and Mr. Hayes has been drafted to establish a written boundary line agreement in the Town Forest. Charlie asked if there are any changes to what we, as a town, believe the line is and Dave replied no, there are no changes. *Jim Horgan motioned to accept and sign the boundary line agreement between the town and Mr. Hayes, 2nd Joan Funk. Motion carried with all in favor.*

9. Other Business to Come Before the Board:

A. There is a public meeting at the Old Town Hall this Wednesday at 6pm by NHDOT on safety concerns along the Rte. 11 corridor.

B. Gary thanked the Board for the opportunity to work with the town and congratulated the Board with their choice to hire Keith Trefethen for the town administrator position.

At 7:27pm, Charlie King motioned to go in non-public session under RSA 91A.3.II (b) and (c), 2nd Jim Horgan. Roll Call – Paula Proulx (yes), Charlie King (yes), Jim Horgan (yes) and Joan Funk (yes).

At 7:57pm, the Board came back into public session and Charlie announced the non-public minutes were sealed.

At 7:58pm, Jim Horgan motioned to adjourn, 2nd Joan Funk. Motion carried with all in favor.

Respectfully Submitted,

Brandy Sanger

Recording Secretary

Chairman Charlie King

Joan A. Funk

Paula Proulx

Jim Horgan

Arthur Capello