

**TOWN OF FARMINGTON
BOARD OF SELECTMEN
PUBLIC MEETING MINUTES
Monday, August 13, 2012
356 Main Street, Farmington, NH**

Selectmen Members Present: Paula Proulx, Charlie King, Joan Funk, Arthur Capello (arrived at 8:34pm) and Jim Horgan

Town Staff Present: Town Administrator Keith Trefethen, Water/Wastewater Superintendent Dale Sprague and Parks and Rec. Director Rick Conway

Public Present: Neil Johnson, Don Whittum, Janet Kaylar, Craig Lancey

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

1. Public Comment:

A. Janet Kaylar, resident, explained that she wanted to voice her opinion that she supports the designation of the Collins & Aikman site as a superfund site. However, she found out that the trustees for the site want to pull-out 10 acres for a private sale. She did some research on those 10 acres she discovered that there was not testing on the 10 acres itself just around it and she is concerned that the land should not be sold until it is tested and proved to not be contaminated. Charlie urged her to attend the Planning Board on August 21, 2012. Paula stated that she requested a copy of the map of the monitoring wells and test sites because she has the same concerns.

B. Rick Conway, Rec. Director, informed the Board that he forgot to remind the Board about the Community Achievement Award. He changed the format so that residents would not have to write individual letters and the nomination form is located at the Municipal Offices, Rec. Building and on the Recreation Dept. website.

2. Review Minutes:

A. *Joan Funk motioned to accept the non-public minutes of August 1, 2012 as amended, 2nd Jim Horgan. Motion carried with Paula Proulx abstaining.*

B. *Joan Funk motioned to accept the public minutes August 6, 2012 as amended, 2nd Jim Horgan. Motion carried with Arthur Capello abstaining.*

C. *Jim Horgan motioned to accept the non- public minutes of August 6, 2012 as written, 2nd Joan Funk. Motion carried with Paula Proulx abstaining.*

3. Meet with Craig Lancey: Discussion on MROs building:

Don Whittum explained that he is attending tonight's meeting on behalf of Fran Woodman who is the trustee for the Susan Daley trust. Mr. Whittum explained that they were able to resolve some of the issues/concerns about the MRO's property. However, Frank Woodman, does not want the building and would like to see it go to Barry Elliot. They would like to know if the Selectmen would be willing to excuse or reduce the tax lien which is about \$45,000; which would allow them to transfer ownership of the property. The purchase price of the property is \$60,000.

Keith informed the Board that after talking with Kathy Seaver he discovered that the town can not waive/reduce tax liens (this property has not been deeded) though the Selectmen can consider tax abatements and consider a waiver or reduction in tax liens. Mr. Whittum explained that a previous owner, Gail Dodier, did not pay the taxes and then turned the property back to the trusts. Joan stated that there are two tenants in the building and asked if that helped financially. Craig Lancey explained that the tenants are delinquent in their payments though to not create more vacancies downtown the tenants have not been evicted. Mr. Lancey further explained the property needs substantial upgrades and repairs and the trustee feels the building is not worth the funds to do the repairs. Mr. Lancey then added that the County has told the trusts that they are not effectively on the deed and therefore not really an owner of the building.

4. Confirm Lease Purchase Funding for Public Works Truck:

Keith explained that he reviewed the various funding options for the 10 Wheel Dump Truck. At this time he recommends securing funding through People United Bank with an advanced payment of \$30,037 and then yearly payments of \$33,416 to \$30,712 due on October 1st of each subsequent year. *Charlie King motioned to approve the Lease/Purchase option presented by People United Bank and instruct the Town Administrator and staff to complete the transaction and related paperwork on behalf of the town to purchase the 10 Wheel Dump Truck, 2nd Jim Horgan. Motion carried with all in favor.*

5. Discussion with Wright Pierce:

Keith explained that Wright Pierce called and they are running a little late but will be here later for the meeting.

6. Review Draft Resolution to Governor for Collins & Aikman site:

The Board reviewed the draft resolution and Paula commented that she is in favor of the resolution as long as it is strong enough. Keith replied that he would like to forward it to Molly Stark at NHDES to review it. *Charlie King motioned to approve the draft resolution to the Governor regarding the Collins & Aikman site as written and to have Keith forward it to Molly Stark at NHDES for comment (if she feels it needs to be amended then Keith will bring it back to the Board for another approval), 2nd Jim Horgan. Motion carried with all in favor.*

7. Review Draft Hiring Policy:

Keith provided the Board with the Draft Hiring Policy he located that did not appear to have final approval from the Selectmen. Charlie suggested the following changes; under Tier 1 it should say the “top three or more candidates” and also under Tier 2 the resumes/applications are available for the Board to review. Paula pointed out that the fourth paragraph states that the resumes/applications will be available and Charlie agreed. Paula then explained that the Board reserves the right to pull forward applicants from the resume/application file that was not brought forward initially by the department head. Keith noted the suggestions and will bring another draft back to the Board for review.

8. Discuss Cable TV Negotiations/Establishment of Committee:

Keith explained that the current Metrocast agreement is coming to an end on January 14, 2013. He discovered in the past that the town utilized a blend of community involvement and professional assistance to negotiate with the cable company. Professional assistance came in the form of an attorney and who was paid by the franchise fees. This account currently has over \$170,000. Charlie asked who Keith recommends as an attorney and Keith said he is not sure yet, but he would forward a recommendation to the Board. The board also suggested Ed Mullen and Robert Hall should be on the committee. Jim volunteered to serve on the committee as well as Dave Connolly and Neil Johnson.

Joan stated that Robert Hall should be creating a list of needs and desires and Keith replied that he has been doing so. Keith also cautioned the Board to be careful in increasing the franchise fees because the users are the ones that will incur the costs. Paula asked Robert if his list will be dependent on the cable provider and Robert replied no. Charlie stated it would be nice to consider a better sound system and connections at the Old Town Hall.

At 7:00pm, *Charlie King motioned for a short recess, 2nd Jim Horgan. Motion carried with all in favor.*

At 7:23pm the Board reconvened.

9. Review Tax Deed Materials & Establishment a Process for Review:

Keith provided the Board with a list of town owned properties and information on how the Board must proceed with selling any of those properties. In order to sell property the Board must identify a property and forward it to the Planning Board and Conservation Commission for comment, then two public hearings must be held before they can be sold. During the March 10, 2004 town meeting the guidelines for selling town owned property were established. Jim noted that the Conservation Commission has quite a few properties that do not allow four wheeled vehicles and questioned if there is a parcel on the list provided tonight that the Board might be open to the public for wheeled vehicles. The Board members will review the parcels and bring

forward their suggestions at a future meeting. Joan asked Keith to check why the 24 acres on Paulson Road (R32) is a questionable parcel for sale. Dave Connolly commented that he believes the lot is in a conservation easement.

10. Discussion with Wright Pierce on WWTF:

Ed Leonard explained the Wright-Pierce got concurrence from Rural Development and received priced for RFI WP-14 and three of the items were reviewed and approved at the July 23 Board meeting (F-additional forcemain to future RIB sites, C – extend septage receiving housekeeping pad, D – additional hypochlorite piping). These items have been constructed. Pricing was then received for RFI WP-15 on August 7 for \$269,990.08 and for RFI Wp-16 for \$146,990.47. The potential list of additional project items for RD funding has been updated to include all cost information in hand. Ed explained that there is sufficient information in hand in order to determine which of the items should be finalized for inclusion in Phase 2 as a change order. Each of the items requested in RFI WP-14, 15 and 16 were previously approved for content by RD and DES. Ed added that there is \$549,000 allocated in grant funding at this time for Phase 2. Paula asked how much is allocated to Phase 4 and Ed replied about \$90,000.

The Board reviewed the items requested. Item 6 (replace existing-to-remain Tank Drain Pump with unit heaters and sump pumps has a total cost of \$59,400 though Ed explained that the line could be potentially cut in half if the pump is rehabbed. Dale explained that this pump only runs a couple of times a year and he would suggest the rehabbing. The Board was in consensus to rehab and modify the line. The Board agreed with Item 7 (replace existing-to-remain Flow Regulating Valves and Control Panel) for \$15,000 and Item 8 (Replace existing-to-remain Laboratory Equipment). It was then discussed that Item 9 (Replace existing-to-remain Pavement on Baldwin Access Drive) should be substantially modified to a lower amount at this time and brought forward in the future if there are funds remaining. Item 10 (replace existing plastic piping in North Pump room), Item 11 (add mobile staircase and trolley for Centrifuge operation and maintenance) and Item 12 (add misc. improvements to existing Blower Building) were all approved as is. Item 13 (add third FeCl metering pump for SST dosing) was modified to just purchase the pump. Item 14 (add lifting beam in Headworks to assist in maintenance) was discussed; Ed explained the item can be modified to install the beam only and hold off on the hoist. Dale said he has a hoist so the Board agreed to modify the item and just obtain the beam.

The Board continued review of the requested items. Item 15 (add paint for Headworks Area, North Pump Room and South Pump room walls), Item 17 (add SCADA Report Generation), Item 18 (add Hypochlorite Piping and PW Hydrant to Secondary Equalization Tanks) were all approved. Item 21 (add Heat Recovery to Ventilation Systems for Heat Pumps and EF-8) was discussed. Charlie asked how much item 21 would save the town and Ed explained typically the system would have a 10 year payback. The Board agreed to move forward with Item 21. Item 22 (add remote camera for monitoring sludge loading bay) was declined. Item 23 (add

hydropneumatic tank for plant water system) was accepted but Item 24 (add geogrid under new pavement) was declined. Item 25 (add lab casework in the SBR Building Dewatering Control Room) was discussed as a low priority so will be put at the bottom of the list. Item 27 (add supplemental spare parts) was accepted because the parts do not have a shelf life. Item 31 (add pole barn over CCT) was declined and Item 32 (add timber stairs up to RIBs) was also declined.

Ed will compile the decisions made tonight, get a final figure from the contractors and will then forward a complete change order to the Board for signatures.

Ed then updated the Board on the project. Phase I is complete, Phase II is 87% complete on time. The new SBR treatment process is now on-line and meeting permit. The UST removal was successfully completed on May 16th and now contamination was found. The Construction Engineering Contract is currently at \$450,768 and Ed will provide the Board with what he expects will be the total cost for the next meeting. The initial cap for this contract was set at \$425,000 so the Board will need to address this. Phase III (Contract No.1) is complete and a balancing change order needs to be approved. ***Charlie King motioned to accept the balancing change order to accept a net credit of \$10,792.15, 2nd Jim Horgan. Motion carried with all in favor.*** The CDBG grant is closed out and all funding has been captured. Phase III (Contract No. 2) is complete and the warranty period extends through 2012 and February 2013 for MH-19B.

Jim asked if there are funds available to purchase a four wheeler for the water/wastewater department. Dale said the town needs to think about doing something because there are a number of sites that need to be tested periodically and a four wheeler would be an appropriate addition. Ed said it is listed for purchase but on hold at this point. Charlie asked Ed if the upstairs bathroom can be updated when the downstairs is done and Ed replied that he does not foresee it as an issue but for the town to complete the necessary paperwork for approval.

(Arthur Capello joined the meeting at 8:34pm) ***Jim Horgan motioned to authorize the replacement of a water main for 325ft at \$9,772.58, 2nd Charlie King. Motion carried with Arthur Capello abstaining.***

11. Other Business To Come Before the Board:

A. Paula asked for information on the cruiser that was out of service. Keith explained he heard it was a fuel pump issue and it is back in service. Paula asked for a follow-up on the DWI grant because she would like to know the benefits received from the grant since it has been significantly beneficial to the town over the years.. She also read that the PD distributed firework laws but questioned where these were placed/distributed.

At 8:42pm, Charlie King motioned to go in non-public session under RSA 91A.3.II (b), 2nd Arthur Capello. Roll Call – Paula Proulx (yes), Charlie King (yes), Jim Horgan (yes), Joan Funk (yes) and Arthur Capello (yes).

At 9:12pm, the Board came back into public session and Charlie announced the non-public minutes were sealed.

At 9:12pm, Charlie King motioned to go in non-public session under RSA 91A.3.II (b), 2nd Arthur Capello. Roll Call – Paula Proulx (yes), Charlie King (yes), Jim Horgan (yes), Joan Funk (yes) and Arthur Capello (yes).

At 9:15pm, the Board came back into public session and Charlie announced the non-public minutes were sealed.

12. Other:

A. Keith asked for permission to sign up with the Municipal Association of New Hampshire with a cost of \$100 though it should be pro-rated because it is late in the year. *Arthur Capello motioned to authorize Keith to sign up with Municipal Association of NH, 2nd Jim Horgan. motion carried with all in favor.*

B. Hay Day was discussed. The Board suggested having wastewater treatment plant upgrade progress update, transfer station progress update, maps, a question/suggestion form and a bio of Keith sheet.

At 9:21pm, 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

Arthur Capello

Paula Proulx

