

**TOWN OF FARMINGTON
BOARD OF SELECTMEN
PUBLIC MEETING MINUTES
Monday, January 14, 2013
356 Main Street, Farmington, NH**

Selectmen Present: Paula Proulx, Joan Funk, Arthur Capello and Jim Horgan

Selectman Excused: Charlie King

Town Staff Present: Police Chief Kevin Willey, Town Administrator Keith Trefethen and DPW Director Scott Hazelton

Public Present: Neil Johnson, Ed Leonard of Wright Pierce and Bob Landry

Vice -Chairman Paula Proulx called the meeting to order at 6:00pm.

1. Review of Minutes:

A. Joan Funk motioned to accept the public minutes of December 17, 2012 as written, 2nd Jim Horgan. Motion carried with Arthur Capello and Joan Funk abstaining.

B. Jim Horgan motioned to accept the non-public minutes of December 17, 2012 part A and B as amended, 2nd Paula Proulx. Motion carried with Arthur Capello and Joan Funk abstaining because they were absent.

C. Joan Funk motioned to accept the public minutes of January 7, 2013 as amended, 2nd Jim Horgan. Motion carried with all in favor.

D. Joan Funk motioned to accept the non-public minutes of January 7, 2013 part A as written, 2nd Jim Horgan. Motion carried with all in favor.

2. Public Comment:

Arthur informed the public that the Deliberative Session is February 2, 2013 at 1:00pm in the high school gym. This is the public's opportunity to voice their opinions and ask questions about the school budget that will be on the warrant. Also, there is a continued public hearing on the school budgets tomorrow night in the high school library at 6:00pm.

3. Review of Wastewater Treatment Plant:

Bob Landry of NHDOT explained the upcoming bridge replacement project to replace the Main Street bridge going over the Cocheco River. They are currently looking at two different options where one would be to set up a temporary bridge to the side of the current bridge and the other is to repair one side of the bridge at a time. Arthur stated he would prefer to have the temporary bridge due to the traffic in the area. Paula asked what the deciding point would be and Mr. Landry explained that they would come back to a

public meeting in March with more concrete plans. Joan stated that she feels it would be fatal to the downtown businesses to reduce the traffic to one lane.

The owner of Seneca Machine noted that during rain storms he get a significant amount of water and mud on his property and questioned how this construction will affect that. Mr. Landry thanked him for the information and explained that they will work on addressing the issues during the planning sessions and will meet with abutters prior to final planning.

Mr. Landry asked where would be a good place to have a public meeting and best day of the week. Paula replied the Town Hall is a good location with Thursdays being the quieter day of the week.

4. Review of Wastewater Treatment Project:

Ed Leonard of Wright-Pierce reviewed the project with the Board. Phase 1 is complete and Phase 3 is 98% complete with the expectation for substantial completion in early February. Phase 3, Contract No. 1 work is complete though the warranty period extends through July 10, 2013. Phase 3, Contract No. 2 is complete though the warranty period for MH-19B extends through May 1, 2013.

Phase 4 is still ongoing. Hydro-geologic computer modeling was completed in October to November and the modeling indicates a disposal capacity of 200,000 gallons per day at Site C and 100,000 gallons per day at Site D. At this time Wright-Pierce will finalize their report which includes a large increase to capacity though not quite what the town needs. Dale will be able to complete the EPA permit application which will change the capacity from the current capacity of 600,000 up to 900,000 gallons per day. The original plan calls for capacity to be a 1,200,000 gallons per day so that the town can get completely out of the river. Arthur asked what the cost is to investigate and create more areas to increase our capacity. Ed Leonard explained that it is about \$500,000- \$750,000 for the work done to the new areas thus far. Arthur then followed up by asking if the remaining grant funds could be utilized to find and construct more areas and Ed replied that NHDES would definitely be in favor of the town continually working to get 100% out of the river. Paula asked Ed if he could present the information about the full build out to the Board again since there are new members and there was some differences of opinion when it was first presented. Ed replied that he could certainly do that at a future meeting.

5. Small Utility Tractor RFPs:

Dale provided the Board with three quotes he received in response to the RFP for a small utility tractor with attachments. The tractor will be used around the wastewater treatment plant for mowing grass, maintaining RIBs, collecting samples at remote monitoring wells, snow removal and general yard maintenance. The Kubota dealer had the lowest price and the cost is approved by to be paid through the Rural Development Grant.

Arthur Capello motioned to purchase the Kubota tractor utilizing the Rural Development Grant funds, 2nd Jim Horgan. Motion carried with all in favor.

6. Law Firms Review and Discuss Options:

Keith asked if the Board wanted to discuss the law firms tonight or wait until there is a full board and the consensus was to wait.

7. Draft #2 Snow Removal & Ice Control Policy:

Keith provided the Board with a second draft of the snow removal and ice control policy but explained that they do not have the level 1, 2 and 3 roads established yet. Joan commented that she feels the discussion regarding establishing a list of on-call contract plowers needs to be added and the Board was in agreement. Keith will add a section on outside contractors for the Board to review at the next meeting.

8. Discuss Six Wheel Plow Truck:

Keith explained that Primex has sent an adjuster down to view the truck twice thus far and has determined that the truck frame rail is bent and Primex is going to total the truck. With the \$1000 deductible the town will receive \$27,619 for the truck and chassis. The sander has been ruled repairable and Primex will provide \$1500 for the repairs. Lastly, the plows on the truck have also been totaled and Primex will provide the town with \$14,017.50. Therefore the town will receive a check for \$43,136.50. The town currently owns a 1992 blue truck that was obtained through surplus and Scott and Keith are confident that the town has the skill set to outfit the truck as a plow truck. Keith stated that the town can purchase another truck utilizing the Primex check if the Board so wished or can put those funds aside for the purchase of a truck in the future.

Arthur Capello motioned to authorize the DPW to put together the 1992 L8000 truck as a plow truck, 2nd Jim Horgan. Motion carried with all in favor.

Arthur Capello motioned to authorize the obtainment of bids to purchase a medium duty plow truck at a cost no greater than \$43,136.50, 2nd Joan Funk. Motion carried with all in favor.

9. 2013 Budget Review:

A. The Board reviewed the General Government Buildings budget with Scott and Keith. The 2012 budget was \$186,525 and the 2013 request is for \$241,223 which is a \$54,698. Arthur asked why the "janitor" line is increased and Scott explained that he would like to increase the job to a full time position. The current person has substantial wood working skills and therefore could assist with many other projects in town. Arthur stated that he would want to see a minimum of three quotes for contracted janitorial services before considering changing the position. Keith noted that the other large increase in this section is for the repairs/maintenance of town hall buildings to \$69,500 from \$30,000. Scott explained that the basement floors in the town hall need to be repainted for \$1500 and he would also like to replace the steam heaters with baseboard heaters in the basement for \$3000 which would make the system more efficient. Scott explained that the floor in the Planning Office is heaving and we need to figure out why and then replace the floor. The next project is to repave the Rec. portion of the parking lot with a shim and overlay for \$10,000. Within this budget line Scott would like to fabricate handi-capped railings for the town hall for \$2,500 and secure the fire escape in the parking lot of the town hall.

Also, he would like to add pole mounted lights in the town hall parking lot for \$12,000, complete the gazebo repairs for \$2,500, replace the PD fire escape for \$5,000, painting the copula on top of the municipal building for \$14,000, reconstruct the town hall chimney for \$5,000, purchase a security system for the DPW for \$2,500 and \$5,000 for general repairs. Paula noted there is a trust fund for the gazebo and she will do some research to see if there are funds remaining. Paula noted that some of these expenses like the PD fire escape should be budgeted in those departments. Arthur noted that the work and funding needs to be prioritized based on safety first. Several members noted that \$40,000 would be a more realistic figure for this department. Joan asked Neil Johnson, as a Trustee of the Trust Funds, if he could bring any information back to the Board about trusts that might be available for any of these projects discussed tonight. Paula asked for the expenditure detail for this section and Keith said he would get it.

B. The Board reviewed the Sanitation Administration budget request for 2013. It had a small increase of just over \$1,000 with a total of \$124,086.

C. The Board reviewed the Solid Waste Disposal budget request. The total budget request is for \$135,270 which is an increase from last year's expenditures of \$62,186.59. Keith explained that a majority of the increase is due to the tipping fees now that the landfill is officially closed. Scott reminded the Board that the sticker revenue currently goes into the general fund and he would like to see those funds offset some of the cost items of transfer station. Keith explained that the funds go into the general fund that is used to offset the taxes so indirectly the funds are being used for that purpose.

10. Any Other Business To Come Before the Board:

A. Arthur asked where the town stands with the river embankment grant project and Keith stated the approval has been granted and the finer details need to be worked out.

B. Jim questioned if the Board would be interested in renting a space to a commercial entity in the upstairs of the municipal building and the Board agreed he should get the information to Keith.

C. Keith stated he has a request for a waiver of rental fees from Venture Crew 155 to hold a dance in the town hall to raise funds for the Special Olympics on February 23 from 4pm – 12pm. *Joan Funk motioned to waive the rental fee for Venture Crew 155 to hold a dance to raise funds for the Special Olympics, 2nd Arthur Capello who offered a friendly amendment that they pay the deposit for the key as typically requested and Joan accepted the amendment. Motion carried with all in favor.*

D. Keith presented a Facilities Use Request by the Girl Scouts on March 9-10 or March 2-3 and also set up a booth at the Transfer Station on March 16 or 23. It was noted that the transfer station would not be a good idea due to the heavy traffic. *Arthur Capello motioned to authorize the approval of the Facilities Use Request by the girl scouts on March 9 and 10 but if the date is not available then give them the 2nd and 3rd, 2nd Joan Funk. Motion carried with all in favor.*

E. Keith explained he received a request by George Zerbeck to release the \$2000 he placed in a bond when Labrador and Cottontail Roads were put up for public acceptance. Keith further stated that Mr. Zerbeck was apparently told by the Planning Office that he had to have the bond released by the Selectmen. Paula stated the Board would need to vote to release the bond however a recommendation from the Planning Office generally comes to the Board when all aspects of the projects have been completed successfully.

At 8:18pm, Arthur Capello motioned to go in non-public session under RSA 91A:3.II (c), 2nd Joan Funk. Roll call – Joan Funk (yes), Paula Proulx (yes), Arthur Capello (yes) and Jim Horgan (yes).

At 8:57pm, the Board came back into general session and Paula noted the non-public minutes were sealed.

At 8:57pm, Joan Funk motioned to adjourn, 2nd Paula Proulx. Motion carried with all in favor.

Respectfully Submitted,

Brandy Sanger
Recording Secretary

Chairman, Charlie King

Jim Horgan

Paula Proulx

Arthur Capello

Joan A. Funk