

**TOWN OF FARMINGTON
BOARD OF SELECTMEN
PUBLIC MEETING MINUTES
Monday, April 8, 2013
356 Main Street, Farmington, NH**

Selectmen Present: Charlie King, Paula Proulx, Matt Scruton and Jim Horgan

Selectman Excused: Arthur Capello

Town Staff Present: Town Administrator Keith Trefethen, DPW Director Scott Hazelton, Water/Wastewater Superintendent Dale Sprague, Town Clerk Kathy Seaver, Fire Chief Rich Fowler and Rec Director Rick Conway

Public Present: Neil Johnson and Don Vincent

Chairman Charlie King called the meeting to order at 6:06pm and led those present in the Pledge of Allegiance.

1. Public Hearing to Approve and Adopt a Hazardous Mitigation Plan:

At 6:08pm, Charlie opened the public hearing to approve and adopt the amended Hazardous Mitigation Plan. He then explained that there have been no substantial changes to the Plan and that it was just updated to keep it current. Hearing no comments, Charlie closed the public hearing.

Jim Horgan motioned to approve and adopt the Hazardous Mitigation Plan as presented tonight, 2nd Paula Proulx. Motion carried with all in favor.

Jim Horgan motioned to authorize the Chair to sign the Certificate of Adoption on behalf of the town, 2nd Paula Proulx. Motion carried with all in favor.

2. Public Comment:

A. Don Vincent, resident, explained that he is concerned about the condition of the sidewalks coming from Rte. 11 down Rte. 75. He stated that he wrote a letter to Scott Hazelton, DPW Director, regarding his concerns. He noted that he, along with many others regularly walk from Tappan Street down to Rite Aid and the sidewalks are in need of repair. Keith explained that a RFP has been put out for some sidewalk repairs (that would include this area) therefore the work should be completed this year.

B. Paula announced that the Rec Department will hold a Duck Race on May 3, 2013 at 6pm with the cost of the ducks being \$5 and prizes being available for the winning ducks.

3. Approval of Minutes:

A. Jim Horgan motioned to approve the public minutes of March 25, 2013 as amended, 2nd Charlie King. Motion carried with all in favor.

B. Matt Scruton motioned to approve the non-public minutes of March 25, 2013 parts A through D, 2nd Paula Proulx. Motion carried with all in favor.

4. Disposal of Old Fire Engines:

Keith reminded the Board that the town has been storing two old fire trucks for many years and though they have been out to bid several times with no buyers. Article #13 of the warrants this year gave the Board of Selectmen the ability to sell vehicles and equipment in the best means possible. Keith suggested scrapping the two trucks and would expect to receive between \$10,000 and \$11,000. Matt suggested posting the trucks on EBAY and Craigslist for ten days with a minimum bid of \$10,000 to see if there are any interested parties. The other selectmen agreed this would be a good idea and Matt offered to help set the sale up on those sites. ***Jim Horgan motioned to post the two fire trucks on EBAY and Craigslist for potential sale for 10 days, 2nd Charlie King. Motion carried with all in favor.***

5. Sell Military Tri-Axles:

Jim asked if the Town can legally dispose of the tri-axles and Keith explained that he spoke with the Police Chief about that particular question and he is going to make a few calls to make sure it is okay since the items were obtained through surplus. Keith then stated that he would like the Board's opinion on whether or not we should keep the items foremost. The Board was in agreement that if the Town can dispose of them then it would be a good idea to do so. ***Matt Scruton motioned to post the tri-axles on EBAY and Craigslist with the minimum scrap value for potential sale for 10 days conditional upon the Police Chief's recommendation that the Town can do so, 2nd Jim Horgan. Motion carried with all in favor.***

6. Offer of School Bus Surplus:

Keith stated that the School Board asked if the Town is interested in two school busses they have taken out of service. One bus has been out of service since 2010 and the other since 2012 since it did not pass inspection due to rotting of the frame. Rick Conway went up and inspected the busses and his recommendation is to pass on the busses. The Board was in agreement to pass but to thank the School Board for their offer.

7. CAP Discussion and Follow Up:

Keith reminded the Board that there are still some pending issues that need further review for the CAP office. The pending issues were: trash collection, winter shoveling and sanding and who is to pay the heat for the building. Keith further added that after reviewing the agreement he feels the agreement would need to be amended if the Board would like to make any changes. It was questioned if there is any type of end date for the agreement and it different opinions were discussed in that some felt it was for as long as both parties were content with the agreement and others felt that previous Selectmen could not bind the current Board in any agreement.

The Board discussed that at a minimum the agreement should be reviewed and signed annually. The thought was to have an annual report from CAP during the budget season and in return the town will provide the building space free of charge.

8. Other Business To Come Before the Board:

A. Facilities Use Request to hold a carwash on Saturdays, June 15 and August 17th for Youth in Ministry under the direction of Pastor Rizzi. *Jim Horgan motioned to approve the Facilities Use Request by Youth in Ministry contingent upon the insurance rider being received prior to the event, 2nd Charlie King. Motion carried with all in favor.*

B. Appointments:

Resident, Robert Gray would like to be appointed to the Public Safety Committee. He is a former firefighter, ACO, carpenter and plumber. *Charlie King motioned to appoint Robert Gray to the Public Safety Committee, 2nd Matt Scruton. Motion carried with all in favor.* It was noted that there is a meeting of this Committee on Tuesday and Paula noted that all public meetings should be held at handi-capped accessible locations.

Resident, Ginny Gray would also like to be appointed to the Public Safety Committee. *Charlie King motioned to appoint Ginny Gray to the Public Safety Committee, 2nd Matt Scruton. Motion carried with all in favor.*

Charlie King motioned to appoint Joan Funk to the Economic Development Committee, 2nd Paula Proulx. Motion carried with all in favor.

Charlie King motioned to appoint Joanne Shompe to the Zoning Board of Adjustment, 2nd Paula Proulx. Motion carried with all in favor.

Jim Horgan motioned to appoint Rodney Jablonski to the Downtown and Business Committee, 2nd Charlie King. Motion carried with all in favor.

C. Public Works Director Position:

Keith informed the Board that he has received six applications for the DPW director position and asked how the Board would like to proceed. Paula noted that there is a clear hiring policy on file with the town. Charlie suggested having copies of all the resumes be given to the Board along with a brief recommendation from Keith so interviews can be decided upon. Paula noted that a closure date for the posting should probably be posted so that anyone dragging their feet has a deadline and then if the posting needs to be reposted it can.

D. Keith advised the Board that the lock on the Winter Street gate was broken and complaint was received. A letter was sent to the owner regarding this and requesting their action. Paula noted that in the past this same thing has happened and the owners did not respond in a timely manner. Keith stated that he will continue to monitor the area and if there is no action in the next few weeks then he will follow up with the owners.

E. Keith informed the Board that he received a letter from a resident on Dodge Cross Road requesting a "Caution Horse" sign and questioned if the Board would like to post this sign on a town road. The sign is \$300 and the concerns were raised where there are a lot of areas in town where there are horses, cows, llamas, alpacas and more and a sign might not be necessary. Also, it was questioned who would pay for the sign initially and

after if it is vandalized and/or needs to be maintained. Paula asked if the town is legally bound to install the sign because it was requested and Keith replied no. The Board was in agreement to allow her to place a sign on her own property.

F. Keith stated that he received a subsequent complaint from a resident on Main Street regarding her fence that she feels was damaged during the plowing of the sidewalks. Keith reviewed the site, feels the fence is in disrepair due to age, shrubbery and roots pushing on the fence and broken slats. He further noted that Scott Hazelton said he called her several times but did not get a hold of her. Paula noted that when she received the complaint she went up to review the area she saw clean, uniform breaks in which were located at the level of where the snow blower would throw. Paula further stated that the resident does have an answering machine and has not received any messages from the Town. Paula then showed the Board the pictures of the damaged fence from the resident.

Charlie noted that he does not feel the damage was due to the snow blowing because it would push the fence in from the pressure and not out. Several other members had the same opinion. The Board decided to direct Scott Hazelton (or Keith) to meet with the resident and discuss the issue and then render an opinion on the damage. Jim suggested that Keith follow up with the DPW workers as well to see what their recollection of the plowing of the area is.

G. Russell Hollis of Sheepboro Road sent in a complaint regarding the drainage on Sheepboro Road. Charlie asked if someone got back to the resident. Since the complaint was received last Friday it was not reviewed as of yet but Keith will make sure someone responds.

H. Jim stated that he would like to speak with the Police Chief regarding the obtainment of ammunition and any issues he is having regarding it.

I. Paula asked Keith if he reviewed the letter from Eva Christiansen the owner of Earth Tenders and if he is content with the town's response to her concerns. Keith replied yes, staff feels the situation was handled correctly and the town is in good standing.

J. Paula asked if the Board is going to respond to Keith's request for a cell phone stipend. Keith stated that his contract specifies that the town provides him with a cell phone. He suggested the town pay him a stipend in lieu of a separate phone. **Charlie King motioned to pay Keith Trefethen a \$50 stipend for his cell phone. Motion withdrawn.** The Board discussed that this can be resolved at the next meeting after discussing the cell phone stipends for the whole town.

K. Matt reminded the Board that when emails go out to the Board it is important to not "reply to all" because of RSA 91A and the Board was in agreement.

L. Matt stated he would like the Board to have a discussion to set goals and objectives and the Board agreed this should happen at the next meetings.

M. Matt stated he believes the town administrator should review the non-public minutes of the past three years to see which ones could be unsealed and then come back to the Board with a list of minutes to potentially unseal. Charlie asked how this would work because there would be 300 sets of minutes or more and Keith can make his suggestions but how will the Board know if it is a good suggestion or not. It was decided to have Keith review the non-public minutes from when he was hired and see what he would recommend to be unsealed. ***Jim Horgan motioned to have Keith review the non-public minutes since his hire and bring his recommendations for unsealing to the Board, 2nd Charlie King. Motion carried with all in favor.***

At 7:43pm, Charlie King motioned to go in non-public session under RSA 91A.3.II (a) for the purpose of reviewing compensation of town employees, 2nd Paula Proulx. Roll call – Matt Scruton (yes), Paula Proulx (yes), Charlie King (yes) and Jim Horgan (yes)

At 8:43pm, the Board reconvened and Charlie noted the non-public minutes were sealed for 60 days.

At 8:44pm, ***Charlie King 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

Matt Scruton