**TOWN OF FARMINGTON**

**BOARD OF SELECTMEN**

**PUBLIC MEETING MINUTES**

**Tuesday November 12, 2013**

**356 Main Street, Farmington, NH**

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

**Absent:** Arthur Capello

**Town Staff Present:** Town Administrator Keith Trefethen, Police Chief Kevin Willey, LT Drury., Recreation Director Rick Conway, Fire Chief Rich Fowler, Public Works Superintendent Dale Sprague, members of the Farmington Police Department

**Public Present:**  Neil Johnson, Ed Leonard & friends and family of Police Officer John Langley.

**Chairman King called the meeting to order at 6:00pm.**

**Prior to the meeting beginning, Chief Willey brought forward John Langley to be sworn in as a new Patrolman for the Farmington Police Department.**

**1. Review of Minutes:**

***MOTION Horgan second Scruton “approve public minutes of October 28, 2013as amended” Passed 4-0***

***MOTION Scruton second Horgan “approve non-public minutes A, B, C, D& E of October 28, 2013 as presented” Passed 4-0.***

**2. Public Comment:**

None

**3. PT Recording Secretary**

***MOTION King second Horgan “enter non-public session under RSA 91A:3 II (a) to interview Administrators Candidate for Recording Secretary” Selectmen King (yes) Proulx (yes), Scruton (yes), Horgan (yes) passed 4-0 @ 6:10PM***.

At 6:15PM Board came back into public session.

**4. PD Request for Data Entry Help**

Board discussed with the Police Chief his request to hire a Part-Time Data Entry person to assist in adding information into the computer system in a uniformed format for submittal to Strafford County Communication Center and the IMC program. Chief recommended 20/hr week for 4 weeks @ $15/hr with the total cost not to exceed $1,350. ***MOTION Scruton second Horgan “Authorize the Police Chief to hire an individual at his discretion” Motion failed 2-2.*** Further action tabled at this time.

**5. Downtown Christmas Tree**

Recreation Director requested that the Board consider moving the location of the Town Christmas Tree instead of in the Square that has safety issues, with a cut tree to a live tree that has a power hookup on the island leading into the Fire Station. ***MOTION Scruton second Horgan “due to safety concerns designate and move the location of the Town Christmas Tree to live tree near the Fire Station” passed 3-1.***

**6. Relocate Clerk Files**

Presently important files are located at the Town Hall. Both the Recreation Director and Town Clerk recommend moving those files to the upstairs of the Town Office and utilize $2,000 of the Town Clerk’s Book restoration funds to secure a room and place shelves in the room. ***MOTION Horgan second Proulx “Transfer Files with adequate locking and security and expend up to $2,000 from Book Restoration to relocate important old Town Records” passed 4-0***

**7.Abatement of Water Bill**

Took action out of order and began @ 7:15PM. Board spoke with the property owner and Dale Sprague to discuss if the abatement request was warranted. In his review of the matter Dale could not find any defects in the system or plumbing that would warrant the increase in water use. ***MOTION Horgan second Scruton “deny the request for water abatement as a result of no findings that determined a defect existed in either the water system or the plumbing at the property” passed 4-0.***

**8. Meet with Wright/Pierce**

Ed Leonard was present to review the list of items the Board wishes to consider to utilize the remaining funding for the Sewer Project. Rural Development will not allow a Sewer Expansion with the funds and the Board had a lengthy discussion on the need for a Roll-Off Truck owned by the town. No action taken, further discussion will follow on the list and expenses in support of the project.

**9.Approval /withdrawal of Capital Reserve Funds-Port One Architects**

***MOTION Horgan second Scruton “withdraw up to $20,550 from the Public Safety Capital Reserve Fund to pay cost per contract with Port One Architects and to approve the payment of $4,650 for the first billing cycle per contract” passed 4-0***

**10.Auctioneer materials for review:**

RFP was publicized for the Towns attempt to sell tax deeded parcels by Auction. Board wished to have some time to review these three RFP materials presented and will review further at their next meeting.

***At 8:06 PM Charlie King motioned to go into Non-Public session under RSA 91-A: 3 II (a) discipline issues at Fire Department 2nd Jim Horgan. Roll-Call Matt Scruton (yes) , Paula Proulx (yes), Charlie King (yes), Jim Horgan (yes).***

**At 8:24PM, the Board came back into public session.**

***At 8:25PM Charlie King motioned to go into Non-Public Session under 91A:3 II (a) ACO discussion with Police Chief 2nd Jim Horgan. Roll-Call Matt Scruton (yes), Paula Proulx (yes) Charlie King (yes), Jim Horgan (yes).***

**At 8:30PM, the Board came back into public session.**

***At 8:31PM Charlie King motioned to go into Non-Public session under 91:A3 II (a) discuss Collective Bargaining Agreement 2nd Jim Horgan. Matt Scruton (yes), Paula Proulx (yes), Charlie King (yes), Jim Horgan (yes).***

**At 9:51PM, the Board came back into public session.**

***At 9:52PM Charlie King motioned to go into Non-Public session under RSA 91A:3-II (a) to discuss discipline issues at Highway Department 2nd by Jim Horgan. Matt Scruton (yes), Paula Proulx (yes), Charlie King (yes), Jim Horgan (yes).***

**At 10:06PM, the Board came back into public session.**

***At 10:07 Charlie King motioned to go into Non-Public Session under 91A:-II (b) to discuss hiring status at Highway Department 2nd by Jim Horgan. Matt Scruton (yes), Paula Proulx (yes), Charlie King (yes), Jim Horgan (yes).***

**At 10:12PM, the board came back into public session.**

Board approved the Highway Department to place advertisement to seek a full-time employee for the Highway Department and advertise for more back-up plow operators.

**8. Adjournment**

***MOTION Scruton second Horgan “to adjourn” passed 4-0 @ 10:22PM***

Respectfully Submitted,

Keith M. Trefethen

Town Administrator

**FARMINGTON BOARD OF SELECTMEN**

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Chairman, Charlie King Jim Horgan

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Paula Proulx Arthur Capello

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Matt Scruton