

**Town of Farmington**  
*Board of Selectmen – Public Meeting Minutes*  
**Monday, September 22, 2014**  
**5:30PM**  
**Selectmen’s Chambers**  
**356 Main Street**

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Members Present:

Matt Scruton, Chairman  
Charlie King  
Paula Proulx  
Brian St. Onge  
Arthur Capello

Others Present:

Town Administrator Keith Trefethen  
Police Chief Jay Drury  
Fire Chief Peter Lamb  
Public Works Director Dale Sprague  
Recreation Dept. Director Rick Conway

1. Call to Order:

Chairman Scruton called the meeting to order at 6 p.m.

2. Pledge of Allegiance

3. Introduction and Pinning of Police Chief Drury:

Chairman Scruton announced that Interim Police Chief Jay Drury has been offered and accepted the position of Police Chief of the Farmington Police Department. Scruton administered the oath and swore in Chief Drury followed by his badge pinning by his wife. Chief Drury then spoke briefly to thank residents, employees and his family for all their support.

4. Approval of Minutes:

- A. Public minutes-September 8, 2014-Motion (Capello, second King) to approve as submitted passed 5-0.
- B. Non-public minutes-September 8, 2014-(Sessions A+B) Motion (King, second Capello) to approve as amended (typo in first paragraph of Session A and to include discussion of the contract in Session B) passed 5-0.
- C. Public minutes-September 15, 2014-Public Safety Building Tour-Motion (King, second Proulx) to approve as submitted passed 4-0-1 (Capello abstained).

5. Public Comment:

Recreation Department Director Rick Conway told the board that he wished to thank everyone who participated in the Rec. Dept. fundraiser held at Margarita's Mexican Restaurant in Dover on September 17. He said he did not yet have a report on the total amount of funds raised.

6. Junk Yards:

Code Enforcement Officer Dennis Roseberry came before the board seeking approval for junkyard permits for four sites in town. Roseberry explained that he conducts yearly inspections of permitted junkyards checking for compliance with state and local regulations and any changes in size or uses. He reported that he found no changes or growth at the sites and recommended Selectmen approve the permit renewals. Selectmen discussed the definition of a junkyard, cracking down on illegal junkyards, and the possibility that any junk operations may close down. Roseberry added that Farmington follows the state law regarding junkyards and noted that town regulations are not more stringent than state laws. Motion (Capello, second King) to approve permit applications for Map R21, Lot 009 (371 Rt. 11), Map R48, Lot 28 (68 Milton Road), Map R 37, Lot 001 (273 Pound Road), Map R 57, Lot 14 (1139 Ten Rod Road) passed 5-0.

7. Maintenance of Dirt Roads:

Selectman St.Onge discussed receipt of an e-mail and photos depicting damage to a stone wall and unacceptable conditions following some ditching work on Meaderboro Road.He said several of the dirt roads in town have issues such as improper maintenance of gravel surfaces,vertical slopes and wash boarding and suggested the Public Works Dept. consider road maintenance guidelines set forth by the Environmental Protection Agency which can be found on the Internet.Chairman Scruton said improper maintenance of dirt roads would likely result in a resident petition seeking to pave the road at taxpayers expense.The board then discussed developing a better plan to maintain and stabilize roads with difficult areas.Public Works director Dale Sprague said the department attempts to grade the roads three times a year and said he found most of the roads are in "perfectly fine" condition.He added that the quality of the ride may be due to how fast a vehicle is traveling.Town Administrator Trefethen said some of the poor conditions may be due to more frequent use that is causing more deterioration of the road surfaces.He suggested the highway department identify the roads needing more frequent attention,put them at the top of the list and include the plan in the upcoming budget process.Selectmen asked Sprague to review the roads in question and determine what needs further maintenance.

#### 8.Public Safety Building:

Fire chief Lamb and Police chief Drury toured the safety complex buildings in the towns of Madbury and Barrington and presented several photos of the sites to the board.Selectmen had also toured the facilities and after reviewing the pictures,discussed the pros and cons of each set up.Trefethen noted that the facilities were all built between 12-15 years ago at a cost of \$850,000 to \$950,000 and estimated that a similar facility would probably cost between \$1.8 million and \$2 million today.He asked the board if they were ready to advertise an RFP for a design built facility based on the group's observations.After some discussion,Selectmen decided to ask department heads to review the Madbury construction plans and the plan compiled by the Safety Complex Committee,along with the police and fire departments needs to develop a conceptual layout that could be built at a reasonable cost before sending the project out to bid.Selectman Capello suggested the board also consider where the building will be constructed before requesting an RFP as the site work could be as expensive as the building.Further discussion included putting the sale of lots in the Sarah Greenfield Business Park on hold until the site for the new facility is chosen and what the time line will be for the project.Chairman Scruton said he he hoped that a building plan,including a conceptual layout,location,estimated costs and how it will be financed could be presented to residents at the March 2015 Town Meeting.

#### 9.Fire Dept./Annex Repairs:

TA Trefethen said he toured the Fire Dept. Annex building to review the building conditions.He reported that the southeast wall is water soaked and it appeared that the sheet rock was holding up the wall.After removing a section of the sheet rock,the interior 2'x4's were found to be deteriorated as well and he was able to push his thumb through the plywood to the outside Trefethen said.Fire Chief Lamb told the board that short term options include storing fire dept. vehicles at the highway dept.

garage,demolish the annex building and purchase a car port,at a cost of about \$1995.00, to store the utility vehicles. Public Works Director Sprague agreed that the highway garage could accommodate two fire dept. vehicles.A motion(St.Onge,second Capello) was made to accept Chief Lamb's plan,but Selectmen then decided to contact a contractor to determine the cost of demolishing the building,including proper disposal of the materials and determine if town staff can perform the demo.The motion was then amended to remove the demolition of the building until further information can be obtained.Motion(St.Onge,second Capello)to approve Chief Lamb's plan to spend up to \$2,500 to purchase a carport,store the least used fire dept. vehicles at the highway dept.garage and check into the costs associated with demolishing the building passed 5-0.

#### 10.Recreation Commission:

TA Trefethen told Selectmen that four applications for membership on the Recreation Commission had been received.He advised that the existing town policy calls for five members with staggered terms and asked the board how they wished to proceed. Recreation Dept.Director Rick Conway said the purpose of the commission is to advise the department on fund raising,spending,existing programs and ideas for new programs.He said he would like to hold commission meetings on the second Monday of each month and start off with members appointed to one,two and three year terms,but would leave it up to Selectmen to decide which applicant would be appointed to each of the terms.But Selectmen were concerned about the amount of authority commission members would have under the existing town policy.The policy would allow commissioners to recommend rules and regulations regarding the operation of recreation facilities and recommend the employment of part and full employees to the Town Administrator.Commission members could go directly to the Board of Selectmen and by-pass the Recreation Dept. instead of working with them.Selectman Proulx explained that the policy was instituted before the town had full time recreation staff, necessitating more responsibilities for the commission. Selectmen decided to change the commission to

a committee and revamp the policy to reflect the goals of the Recreation Dept. and the advisory committee. Appointment of applicants was tabled until the policy is revised and accepted by the board.

#### 11. Any Further Business:

A. TA Trefethen reported that Cross Country Appraisal Group has completed a revaluation of properties in town. Letters were sent to property owners reflecting the new assessed value of their property and hearing dates for informal review of the assessment. The hearings will be held at the municipal building, not at the town hall as stated in the letter. Residents requesting a hearing must call for an appointment on one of the dates listed in the letter. He added that a rough estimate of the town evaluation is it is down about seven per cent from the previous evaluation.

B. Selectmen received a memo from Planning director Kathy Menici stating that following prior approval of the board, she has begun work on a Conservation Commission application for \$4,000 in grant funds to hire a consultant to prepare a management plan for the Town Forest. She requested Selectmen appoint a legal contact who would sign the application and the contract documents if the town is awarded the funds. Motion (Capello, second King) to authorize the Town Administrator to act as legal contact for the Cons Com grant application for \$4,000 to hire a consultant for the Town forest management plan passed 5-0.

C. Motion (Capello, second King) to approve Cons Com acquisition of property to complete the Town Forest and authorize the Town Administrator to sign the grant fund application passed 5-0.

D. Trefethen told the board that no bids were received on time regarding the sale of two surplus vehicles, a 2004 Ford Crown Victoria and a 2005 Ford Crown Victoria. He said he did receive one late bid that has not been opened. Selectmen requested Trefethen place the vehicles out for bid again for a two week period with a minimum bid of higher than scrap value. Selectmen also advised Trefethen not to open the late bid received, return it to the bidder and advise him that he may bid for the vehicles again if he is still interested. Motion (King, second St. Onge) to re-bid the surplus vehicles for two weeks passed 5-0.

E. Selectman Proulx reported receipt of complaints regarding the Coast bus stop located beside the laundry downtown. She said people have been using the stop as a hang out area and the area is littered with cigarette butts and trash. Selectmen discussed asking the bus company to provide shelter with seating and safe handicapped access at a better location that does not impede business. Trefethen said he would contact Coast and relay the issues at the stop and obtain their suggestions on how to solve the problem.

F. Selectman St. Onge inquired on behalf of the Economic Development Committee as to whether there are any plans to extend the town sewerage lines past the Country Club. He was informed that there are no plans to extend town sewerage as residents at Town Meeting voted against further funding the project.

#### 12. Non-Public Sessions:

Session A- Motion (St. Onge, second Capello) to enter non-public session under RSA 91 A:3 II(a) Police Dept. proposed promotions, passed 5-0 on a roll call vote at 7:35 p.m. (Scruton, King, Proulx, St. Onge, Capello-yes).

Motion (King, second St. Onge) per recommendation of the Chief to promote Scott Orlando to the rank of Lieutenant at a pay rate of \$25.00 an hour and to review this adjustment in six months again with the Chief passed 5-0.

Motion (King, second Capello) per recommendation of the Chief to promote Ken Tilley to the rank of Sargent at a pay rate of \$22.00 an hour with a one year probationary period passed 5-0.

Motion (King, second Capello) to bring forward to the Board of Selectmen's next meeting, Bryant Tremblay, to be interviewed for the position of Animal Control Officer passed 5-0.

Motion (Capello, second St. Onge) to come out of non-public session passed 5-0 on a roll call vote (Scruton, King, Proulx, St. Onge, Capello-yes) at 8:11 p.m.

Session B- Motion (King, second Capello) to enter non-public session under RSA 91 A:3 II(c) status of Teamsters contract passed 5-0 on a roll call vote (Scruton, King, Proulx, St. Onge, Capello-yes) at 8:13 p.m.

Motion (St. Onge, second Capello) to come out of non-public session passed 5-0 on a roll call vote (Scruton, Capello, Proulx, St. Onge, King-yes) at 8:25 p.m.

Session C- Motion (St. Onge, second Proulx) to enter non-public session under RSA 91 A:3 II(d) continue lease of property passed 5-0 on a roll call vote (Scruton, King, Proulx, Capello, St. Onge-yes) at 8:26 p.m.

Motion (St. Onge, second Capello) to come out of non-public session passed 5-0 on a roll call vote (Scruton, King, St. Onge, Capello, Proulx-yes) at 8:55 p.m.

Motion (King, second Capello) that the minutes of the 09/24/2014 non-public session, part c, shall remain sealed until the negotiations have concluded passed 5-0 at 8:55 p.m.

Session D- Motion (King, second Proulx) to enter non-public session under RSA 91 A:3 II(c) tax deeded properties passed 4-0-1 on roll call vote (Scruton, King, Proulx, St. Onge-yes, Capello-abstained) at 8:56 p.m.

Motion(Proulx,second King)to come out of non-public session passed 4-0-1 on a roll call vote(Scruton,King,Proulx,St.Onge-yes,Capello-abstained)at 9:04 p.m.

Motion(Proulx,second King)to seal the non-public minutes,part d passed 4-0-1(Scruton,King,St.Onge,Proulx-yes,Capello-abstained)at 9:05 p.m.

13.Adjournment:

Motion(St.Onge,second Proulx)to adjourn the meeting passed 5-0 at 9:08 p.m.

Respectively submitted,  
Kathleen Magoon  
Recording Secretary

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Chairman, Matt Scruton

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Paula Proulx

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Arthur Capello

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Brian St. Onge

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Charlie King