

Town of Farmington
Board of Selectmen – Public Meeting Minutes
Monday, December 8, 2014
Selectmen’s Chambers
356 Main Street

Farmington Board of Selectmen
Monday, December 08, 2014

Members Present:	Others Present:
Charlie King	Town Administrator Keith Trefethen
Paula Proulx, Vice Chairman	Police Chief Jay Drury
Brian St. Onge	Town Tax Clerk Kathy Seaver
Arthur Capello	

1. Call to Order:

Chairman King called the meeting to order at 5:35 p.m.

Motion: (King, second Capello) to enter non-public session under RSA 91A:3 II(c) Interview Police Secretary candidates passed 4-0 on a roll call vote (King, Proulx, St. Onge, Capello-yes) at 5:40 p.m.

Motion: (Capello, second Proulx) to come out of non-public session passed 4-0 on a roll call vote (King, Proulx, Capello, St. Onge-yes) at 6:10 p.m.

2. The board returned to public session and Chairman King called the meeting to order at 6:15 p.m. followed by the Pledge of Allegiance.

3. Review of Minutes:

The review of the minutes was tabled until the December 15 meeting.

4. Public Comment:

A) Resident Penny Morin came forward to discuss the town's complaint policy. She said complaints made by phone are not accepted and must be made by filing a written complaint form. Complaints cannot be filed anonymously and the website link to the form is not user friendly. She added that she has been complaining about the same property for allegedly dumping sewage on the property for more than a year and asked if the policy has any "teeth" in it. Resident Mike Morin asked if the Code Enforcement Officer follows up on something that violates code that residents report or that he may see while out on other business in town. Selectmen said the present policy requires complaints to be made in writing, including the resident's name and address and then discussed how to make the policy and procedures more user friendly and enforceable. Discussion included possibly allowing anonymous complaints, the viability of anonymous complaints in court, allowing telephone complaints with follow through by the Code Enforcement Officer and looking at how other towns handle complaints. Town Administrator Trefethen said he would provide a proposed modification of the policy with suggested revised language on how to handle complaints at the next board meeting.

B) Lynn Fuller invited Selectmen to attend the Old Fashioned Town Hall Meeting on Wednesday, December 10, 2014 from 6-8 p.m. in the Multi-Purpose Room at the Valley View School. The purpose of the meeting is to discuss under age drinking and illegal drug use and addiction. Police Chief Jay Drury said participants will include members of several organizations including H.O.P.E., N.H. Probation and Parole, N.H. State Police, Frisbie Memorial Hospital and the Farmington Police Department. The forum is designed to provide a place for discussion, information, support and resources for individuals and families dealing with these issues anonymously with no questions or sign-ins Chief Drury said. Fuller added that there is also a support group available on the first and third Wednesdays of each month from 7-8:30 p.m. at St. Peter's Church on Central

Street in Farmington. Selectmen thanked them for the invitation and asked for a little more prior notice for future events.

C)Resident Gerald Vachon told the board that he had observed that over the past few years,the state of the roads in town has deteriorated.He noted that during the last snow storm,the roads were not treated properly,resulting in horrible conditions. Many roads had a very narrow area plowed down the center of the street making it difficult for drivers to negotiate them he said.Penny Morin added that snow banks in the downtown area have not been removed as was done in the past.Chairman King acknowledged that the highway crew didn't get out in time during the last storm,but said that it would not happen again this winter.He added that the board would "keep an eye on it"during the rest of the season.

5.Review of Class VI Road/John Huckins:

John Huckins returned to the board seeking approval for a driveway permit on a Class VI road for his property located on Haywagon Road (Map R28,Lot 001).At their previous meeting,Selectmen asked Huckins to bring the application before the Planning Board for their review and comments. Selectmen reviewed a memo from the Planning Board which stated that they recommended approval of the application provided standards for a Class V road are met,driveway recommendations set by the Public Works Director are met and best management practices regarding wetlands and drainage are followed.The board then discussed recommendations made by Public Works Director Dale Sprague.Sprague recommended upgrades to the swale,drainage and road base conditions and installation of a 12 inch culvert.Huckins said he had no issues with any of the recommendations.Vice Chairman Proulx said she has concerns about allowing a residence to be built on a Class VI road,which is then brought up to Class V standards, which encourages other homes to be built there.Then those residents will come to Town Meeting requesting the town accept the road and the cost of maintenance and repairs.Chairman King said the board does not have to approve all such requests and that he might have opposing concerns depending on the conditions and available options in eachsituation. Motion:(Capello,second St.Onge)to authorize the Building Inspector to grant a building permit on a Class VI road provided all building codes and recommended conditions are completed and the driveway release form is signed and recorded passed 3-1(King,St.Onge,Capello-yes,Proulx-no).

6.2015 Municipal Budget Review:

A)Planning-The Town Administrator reported that Planning Director Kathy Menici was unable to attend the meeting due to a family emergency. The discussion of the Planning budget will be held at the next board meeting.

B)Elections-Town Tax Clerk Kathy Seaver told the board that some changes in the budget were due to slight changes in salaries and less elections expected for next year.She explained there were three elections in 2014 which cost a total of \$800.The costs include ballot clerks,ballots,meals and a stipend for the Moderator for each election.Although there is only one election scheduled for 2015,Seaver said she always budgets for an extra election in case the need for a special election should arise. Selectman Capello asked why the amount budgeted for FICA payments is so far off every year. Trefethen said it may be due to the way the payments have been calculated and offered to look into the matter and report back to the board.Trefethen added that the budget has come down by \$3200 making it a pretty lean budget. Seaver noted that the budget includes other line items besides elections.Chairman King offered to meet with the Town Administrator and go over the other items.

7.Public Safety Building Discussion:

Chairman King presented a conceptual layout of a proposed new safety building to the board.He said the design is similar to the Madbury safety building with the goal of properly allocating space to meet the needs of the police,fire and ambulance departments.The proposal includes a gain of 12 feet in depth and six feet in width for a total of 1440 square feet.Selectman Capello suggested that the hallway between the sally port and the booking room be eliminated to allow officers to directly enter the booking room instead of crossing the hallway.Police Chief Drury agreed with Capello's suggestion to have the sally port and booking room share a wall.He added that some of the security features from the present police station,such as the security glass,can

be brought to the new site, saving a considerable amount of money. Additional discussion included what details should be included in the RFP when the project is put out to bid. Suggestions included the cost for building materials (wood, steel and cement), site work, additional bays, federal and state requirements including the Americans with Disabilities Act, windows and roof construction. Selectman St. Onge said the RFP should contain more details on the interior features, such as materials to be used for walls and floors to obtain a more reliable budget figure for the project. Depending on the materials used, the proposal could cost \$2 million or \$10 million, similar to buying a Cadillac or a Chevy he said. Trefethen he would prepare a draft RFP for the board to review at their next meeting. Selectman Capello said Chairman King's conceptual proposal was a good start and thanked him for his time and efforts.

8. Status of Annex Building:

Trefethen reported receipt of an additional quote of \$2295 for asbestos removal at the annex building. The town has already paid \$700 for locating and identification of 52 square feet of asbestos in the furnace area and 40 feet of black patching compound needing removal.

Motion: (Capello, second Proulx) to authorize the expenditure of \$2295 for asbestos removal and to authorize the Town Administrator to determine where the funds will come from passed 4-0.

Selectmen also decided to hire a professional contractor to demolish the building and agreed to award the contract to the lowest bidder. Motion: (Capello, second King) to authorize expenditure of \$12,950 for removal of the annex building with the lowest bidder (Always Recycling) as per the quote passed 4-0.

9. Any Further Business:

A) Trefethen requested the board sign a notice of intent to cut wood and timber.

B) Trefethen reported receipt of an invoice for payment of paving projects in the Highway Capital Improvement Plan. Motion: (Capello, second King) to authorize withdrawal of \$44,648.89 from the Capital Reserve Fund for payment to R&D Paving passed 4-0.

C) Safe Routes to School- Trefethen reported that he misinformed Selectman Proulx regarding the grant program. Money is available for approved projects in 2015 he said.

D) Christmas lights- PSNH has decided that after this year, the town will no longer be allowed to hang the Christmas lights from their poles in the downtown area. Mr. DeJulio has written a letter to the editor of the newspaper about the issue. A copy of the letter was given to a reporter from Foster's Daily Democrat who was attending the meeting.

E) Collins & Aikman/ Textron water testing- The NH DES has decided to discontinue water testing at the site. Recent tests showed an increase in the level of contaminants present in the water, but the dept. has not determined the cause. Selectman Proulx said she had a problem with requiring Textron to pay for remediation of the site, but when the issue became the state's responsibility, they want to discontinue the plan. She added the state has a responsibility to the town to see the plan through to its completion.

F) Status of Tax Deeded Properties- Selectman St. Onge inquired as to the status of tax deeded properties placed up for sale. Trefethen said one property has been sold and he hoped to have it wrapped up by the year end. The second batch of properties have not been put up for sale as the board has yet to determine how they wish to proceed.

G) Daycare status- Trefethen told the board that no response has been received from the Farmington Children's Center. A second letter requesting a response was sent which included a 30 day deadline he said.

10. Non-public session:

Motion: (King, second Capello) to enter non-public session under RSA 91A:3 II(c) Discussion of tax deeded properties passed 4-0 on a roll call vote (King, Proulx, St. Onge, Capello-yes) at 8:00 p.m.

Motion: (Capello, second Proulx) to adjourn the non-public session passed 4-0 on a roll call vote (King, Proulx, St. Onge, Capello-yes) at 9:18 p.m.

11. Adjournment:

Motion: (Capello, second St. Onge) to adjourn the meeting passed 4-0 at 9:20 p.m.

Respectively submitted,
Kathleen Magoon
Recording Secretary

Chairman, Charlie King

Paula Proulx, Vice Chairman

Arthur Capello

Brian St. Onge