

Town of Farmington
Board of Selectmen Meeting
Monday, June 29, 2015

Board Members Present:

Charlie King, Chairman
Brian St. Onge, Vice Chairman
Paula Proulx
Jim Horgan
Jerry McCarthy

Others Present:

Arthur Capello
Fire Chief James Reinert
Code Enforcement Officer Dennis Roseberry

1). Call to Order:

Chairman King called the meeting to order at 5:40 p.m.

2). Review Purchase Orders:

Board members reviewed and approved purchase orders.

3). Pledge of Allegiance:

All present stood for the Pledge of Allegiance at 6:00 p.m.

4). Approval of Minutes:

June 22, 2015- Public Meeting Minutes- Page 1, item #4- change motion to read a full time position was offered to Zachary Frye.

Page 4, item # 9 D – change to read Selectman McCarthy asked for an update on the culvert on Ten Rod Road.

Motion: (Horgan, second King) to approve the minutes as amended passed 5-0.

June 22, 2015- Non-Public Meeting Minutes-

Motion: (Horgan, second King) to approve the minutes of Non-Public Session A as written passed 5-0.

Motion: (Horgan, second King) to approve the minutes of Non-Public Session B as written passed 5-0.

Motion: (Horgan, second King) to approve the minutes of Non-Public Session C as written passed 5-0.

Motion: (Horgan, second King) to approve the minutes of Non-Public Session D as written passed 5-0.

5). Public Comment: None.

6). Campground and Mobile Home Park Permit License Renewals:

Building Inspector Dennis Roseberry came before the board to report that he performed the yearly inspection of Peaceful Pines Mobile Home Park and Farmington Ridge Mobile Home Park and found them both to be well maintained and compliant with town zoning regulations. He recommended the board approve the license renewal of both parks.

Motion: (Horgan, second Proulx) to approve the license renewals for 2015 for Peaceful Pines and Farmington Ridge Mobile Home Parks passed 5-0.

Roseberry also reported that he conducted the yearly site inspection of two campgrounds to verify compliance with the town's Campground Ordinances. He said Beaver Pond Campground has not changed since the last inspection and still has 50 approved sites, with 40 sites being seasonal and 10 sites being year round. He said the campground is being maintained but noted that most of the individual lot numbers are missing and suggested the board approve the license renewal on the condition that within 30 days all of the sites are numbered in an easily identifiable manner.

Roseberry said inspection of Garland Campground also showed no changes since the last inspection and the approved six seasonal sites are still present. He noted that the campground is being maintained and no complaints have been received but recommended the board require a water quality test of the onsite well as a condition of approval of the license renewal.

Selectman Proulx asked if a water quality test is required for all campgrounds. Roseberry said the requirement is based on situations where wells are located in close proximity to potential contaminants such as septic systems. He added the town could require water quality testing of all of the campgrounds not on town water. Vice Chairman St. Onge noted that if the board approved the license renewal and there were something wrong with the water there, it could come back on the town.

Motion: (Proulx, second St. Onge) to approve the license renewal for Beaver Pond Campground for 2015 contingent on the following two conditions to be completed within 30 days; renumber the sites so as to be clearly visible from the road and submittal of a water quality test passed 5-0.

Motion: (St. Onge, second Horgan) to approve the license renewal for Garland Campground for 2015 contingent on submission of a water quality test within 30 days passed 5-0.

7). Capital Reserve Withdrawal: Fire Vehicles and Equipment Fund:

In a memo to the board, Finance Administrator Pam Merrill told Selectmen she paid for the ambulance power cot as per Warrant Article 12 of the 2015 Town Warrant. Voters approved raising and appropriating \$19,470 to purchase the cot with \$16,000 to be withdrawn from the Fire Vehicles and Equipment Fund and the remaining \$3,470 to come from general taxation. She asked Selectmen for a motion to approve withdrawal of \$16,000 from the Fire Vehicles and Equipment Fund.

Interim Fire Chief James Reinert attended the meeting and told the board the department has received the new cot which is designed for use with bariatric patients. The department now has two power cots and one cot will be housed in each ambulance he said.

Motion: (McCarthy, second Horgan) to approve the withdrawal of \$16,000 from the Fire Vehicles and Equipment Fund passed 5-0.

8). Capital Reserve Withdrawal- Landfill:

In a second memo to the board, Finance Administrator Pam Merrill told Selectmen that after previously asking the board to approve withdrawal of \$11,587.35 from the Landfill Closure Capital Reserve Fund, she discussed the matter with Public Works Director Dale Sprague who suggested it would be better to request the funds needed for the whole year instead of a little at a time. The memo went on to explain expenses related to the landfill closure, such as engineering and water testing, are estimated to cost about \$13,000 this year.

At the previous meeting, Selectmen were also unsure that board was named as agents to expend the funds and postponed approving the earlier request until they received more information. Merrill also attached a copy of the 2014 Town Warrant to the memo showing that Article 17 designates Selectmen as agents to expend the funds.

Motion: (Horgan, second King) to approve the withdrawal of \$13,000 from the Landfill Closure Capital Reserve Fund passed 5-0.

9). FEMA Reimbursement:

Selectmen reviewed the application for reimbursement of \$14,475.83 for disaster related costs incurred during the 48 hour snow removal from January 26-28, 2015. Following the review, Selectmen decided to move forward with the application.

Motion: (McCarthy, second Horgan) to move the application forward for reimbursement passed 5-0.

Motion: (Proulx, second Horgan) to authorize Chairman King to sign the application on behalf of the board passed 5-0.

10). Public Safety Building Timeline Discussion:

Chairman King reported that Groen Builders requested a meeting to discuss a possible pre-construction schedule for the proposed Public Safety Building. King said that he and Town Administrator Capello met with representatives of the building company, toured their building and discussed the timeline to accomplish the steps needed to bring a proposal to voters at the next Town Meeting. Selectmen then discussed contacting the bond counsel to determine the procedure and timeline for issuance of a bond for the project, whether to try to ready a plan for the 2016 or 2017 Town Meeting, to go with a fixed firm price or a construction management payment plan, choosing two or three sites for the building and using left over funds from the former building committee fund to defray some planning costs.

Consensus of the board showed they favored three sites; the town-owned lots on the Route 11 side of the Sarah Greenfield Business Park, on Route 153 and the present downtown site. Chairman King said information regarding the sites would be sent to Groen with a request for information on the town's options and cost estimates for each site.

11). Contract Services Agreement- Planning:

Chairman King reported that Cynthia Copeland of Strafford Regional Planning Commission replied to his request for information on the availability of a Planner to provide planning services to the town. In an e-mail to Chairman King, Ms. Copeland said there is an interested Planner available who has time available one to two days a week and on Thursday nights for Planning Board meetings. King said he told the commission that this would not meet the Planning Board's needs as the board meets on Tuesdays. He added that the commission requested a meeting to discuss the town's needs and sign off on dues to become a member community. Selectman Horgan asked if the price for services is affected if the town is not a member community. Chairman King said there has been no difference in the cost for services as the town has received the same free services from the commission and has paid the same price for other services as the member towns. King said the SRPC will respond with further information on rates and availability.

12). Old Business:

A). Comment Forms- Vice Chairman St. Onge said it does not appear that the forms are being filled out correctly as per the town policy. He noted that some of the forms do not include the name of the person who took the complaint, who the complaint was sent to and that they are not getting information back regarding what was done in answer to the complaint. Chairman King asked the Town Administrator to address the issue with town staff.

B). Library Trustees Meeting- Selectman McCarthy asked if the board is still planning to meet with the Goodwin Library Trustees. Chairman King said they still plan to meet, but it has not been scheduled yet.

13). Non-Public Session A:

Motion: (King, second Horgan) to enter non-public session under RSA 91-A:3 II (d)Contract Discussion (CAP) passed 5-0 by a roll call vote (King, Proulx, St. Onge, McCarthy, Horgan-yes) at 6:50 p.m.

Motion: (King, second St. Onge) to come out of non-public session passed 5-0 at 7:10 p.m.

14). Non-Public Session B:

Motion: (King, second St. Onge) to enter non-public session under RSA 91-A:3 II (b)Contract Discussion (Town Administrator) passed 5-0 by a roll call vote(King, St. Onge, Proulx, Horgan, McCarthy- yes) at 7:10 p.m.

Motion: (King, second Horgan) to come out of non-public session passed 5-0 at 7:25 p.m.

15). Non-Public Session C:

Motion: (King, second Horgan) to enter non-public session under RSA 91-A: 3 II (b) Fire Chief Position passed 5-0 by a roll call vote (King, Proulx, St. Onge, McCarthy, Horgan-yes) at 7:25 p.m.

Motion: (King, second Horgan) to come out of non-public session passed 5-0 at 8:00 p.m.

Motion: (King, second Horgan) to seal the minutes of the non-public session passed 5-0.

16). Any Other Business to Come before the Board:

Town Administrator- The Board of Selectmen announced the hiring of Arthur Capello as the new Town Administrator. Capello will serve in a part time capacity until July 20, 2015 when he will assume the full time position.

17). Adjournment:

Motion: (Horgan, second St. Onge) to adjourn the meeting passed 5-0 at 8:02 p.m.

Respectively submitted,
Kathleen Magoon
Recording Secretary