

Town of Farmington
Board of Selectmen
Monday, July 06, 2015

Board members Present:

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

Others Present:

Arthur Capello, Town Administrator
Police Chief Jay Drury
Interim Fire Chief James Reinert
Lt. Scott Orlando
Dave Connolly, Conservation Commission Chairman

1). Call to Order:

Chairman King called the meeting to order at 6:00 p.m. All present stood for the Pledge of Allegiance.

2). Approval of Minutes:

The board did not receive copies of the minutes of the last meeting.

3). Public Comment: None

4). Town Administrator Announcement and Introduction:

Chairman King announced the board has hired Arthur Capello as Town Administrator. He began the position on a part time basis as needed and will assume the full time role as of July 20, 2015 King said.

5). Police Dept. New Hires:

Police Chief Jay Drury asked Selectmen to sign off on three officers recently hired to fill open positions in the department. The board signed the documents hiring Zachery Frye for a full time position and Tom Hebert and Carl Wagner for the part-time positions. The Chief suggested the officers be pinned at a future board meeting.

Chief Drury also told the board he has received one price quote regarding installation of a steel roof at the Police Station. He said a steel roof should last about 40-50 years allowing the town to get more use of the building. Discussion included snow sliding off the roof onto parked cars or walkways, different styles of steel roofs, maintenance needs of each style, cost comparison between steel and shingle roofs and the effects of sliding snow on the skylights. Discussion also included whether to leave or remove the skylights. Chief Drury said the skylights do not provide much ventilation and added it did not matter if they remained or were removed. Board members seemed to favor their removal and asked the Chief to

obtain another quote from the contractor who responded that includes the removal of the skylights. Chairman King said he would send the Chief some information on the types of steel roofing systems and asked him to continue to obtain price quotes for the roof work.

6). Discussion on Assessing Services RFP:

Town Administrator Capello presented a draft of a Request for Proposals (RFP) for professional assessing services for the town for next year. The board reviewed the draft and made some suggestions for changes to the document.

Chairman King suggested the RFP include requests for quotes for both the “full measure” of assessment and just for what is required by state law.

Vice Chairman St. Onge suggested the following changes be made to the draft: page 1, change the name of the town from New Durham to Farmington; page 2, second line, change “are estimated to require hours of research” to “may require hours of research”. Capello said he would also discuss the RFP with the Town Assessing Clerk Kelly Heon to get her input on the matter.

7). Discussion on Public Safety Building:

Chairman King told the board he sent an e-mail to Groen Builders informing them the board would like to start proceeding on the timeline for the Public Safety Building as proposed by the company. He told Fenton Groen that the board has chosen three potential sites for the building for their review. He asked Groen to provide a cost estimate for the pre-construction work for the board to review and approve before any work is completed. King said he has not yet received a response.

8). Any Other Business:

A). Stafford Regional Planning Commission- Chairman King told the board that Executive Director Cynthia Copeland responded to his inquiry regarding the availability of someone on staff to provide planning services to the town while the board considers staffing options. Copeland said Regional Planner Liz Durfee is available on Tuesday evenings for Planning Board meetings and is also available for daytime staff hours during the week. Durfee would bill the town at \$50 an hour Copeland said. Selectmen decided to invite Copeland and Durfee to the next board meeting to further discuss the town’s needs.

B). Security Camera Policy- Parks and Recreation Director Rick Conway provided a draft of a policy regarding the maintenance of security cameras in the town’s public parks as requested by the board at the previous meeting. After reviewing the draft, Selectmen made the following changes;

Paragraph 1 a).change “materials” to “property”

Paragraph 2 a).add “or equivalent” to the description of camera to be used

Paragraph 2 c).change to include “and batteries are” after SDHC Card

Paragraph 3 a).change “in areas of need” to “in surveillance areas”

Paragraph 3 b).change to read the SDHC Card will be reviewed at frequent intervals or at least every two weeks

Paragraph 3 ii)c add “and battery replacement as necessary”.

Discussion also included placing a general statement regarding safe ladder usage in a separate paragraph and drafting a similar policy for all town departments.

C). Ronci Property Conservation Easement- Conservation Commission Chairman Dave Connolly came before the board to discuss the designation of the Ronci property (Tax Map R50, Lot 026) located on River Road. Connolly said that in 2000, the town purchased the three acre parcel to be placed in conservation. When researching the warranty deed Connolly said he found that the deed does not mention a conservation easement or that the property is designated for conservation purposes. He added that the commission intends to create a handicapped fishing area on the lot.

Motion: (McCarthy, second Horgan) to proceed with a conservation easement for the Ronci property for the purpose stated passed 5-0.

D). Citizens Complaint- Selectmen received complaints regarding a residential property on Bittersweet Lane. Residents complained about what they described as an illegal junkyard at the site. Discussion included multiple actions taken by the town in the past on this property, what policies are being violated, public health issues, safety issues, putting a mechanism in place to force the owner to clean up the site, making the owner put up a fence, possibly acquiring the property and then selling it, and the definition of a junkyard according to state law. Capello said there isn't much the town can do at this point and added that the town may have to go to court to get a court order to take any action on the property. Chairman King asked Capello to request that the Building Inspector Dennis Roseberry and Town Counsel research the town's options and the costs involved. Capello said he would report the findings to the board as soon as they are available.

E). RFP for Fireworks- In a memo to the board, Parks and Recreation Director Rick Conway provided the RFP that was posted and the one response received from RS Fireworks regarding the Hay Day Fireworks. Conway said the company has provided the fireworks show for the past two years and sought permission to contract with them again this year. Capello asked if Conway has checked with the SAU to see if it is advisable to use the newly installed field at the high school for the fireworks show. Chief Drury said he spoke with Superintendent Steve Welford who gave the go ahead to use the field if it is wet down first.

Motion: (Horgan, second McCarthy) to approve contracting with RS Fireworks for the Hay Day fireworks up to the amount raised through fund raising passed 4-0-1 (St. Onge abstained).

F). Accident Report- The board reviewed the report of an accident on 6/30/15 at Fernald Park. The report was provided for the board's information. No action was taken.

G). High Speed Police Chases- Vice Chairman St. Onge asked Chief Drury if the department's officers have received high speed chase driver training. Chief Drury said this training is provided at the Police Academy and the department also has a driving instructor.

H). Hands Free Law- Selectman Proulx asked if the new "hands free" law regarding the use of electronic devices while driving applies to Police Officers. Chief Drury said that the law does apply to officers with the exception of the mic and two-way radio. He added that he has also updated the dept. policy regarding their use which goes into effect this week. Proulx said residents reported seeing some officers on the phone while driving and suggested the officers be made aware of the new law and policy changes.

I). Traffic Count- Selectman Horgan asked about the traffic counts being done on Route 11 and Route 153. He asked if the DOT is doing the count and if there is a significant increase in the amount of traffic

in these areas. He asked Chief Drury to provide a copy of the report to the board when it is complete. The Chief said he would attempt to provide the information to the board.

9). Non-Public Session A :

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, McCarthy, Horgan, St. Onge-yes) at 6:55 p.m.

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

10). Non-Public Session B :

Motion: (King, second Horgan) to enter non-public session under RSA 91-A: 3 II (a) Discipline 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 7:55 p.m.

Motion: (King, second Horgan) to seal the non-public session minutes for three days passed 4-1 (McCarthy opposed).

11). 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, McCarthy, Horgan, Proulx, St. Onge –yes) at 7:58 p.m.

Motion: (King, second Horgan) to come out of non-public session passed 5-0 at 8:45 p.m.

Motion: (Horgan, second King) to seal the minutes of the non-public session for six months beyond the completion of the hiring process passed 5-0.

12). Non-Public Session D :

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 8:46 p.m.

Motion: (King, second Horgan) to come out of non-public session passed 5-0 at 8:55 p.m.

13). Non-Public Session E :

Motion: (King, second Horgan) to enter non-public session under RSA 91-A: 3 II (e) passed 5-0 by a roll call vote (King, Proulx, St. Onge, Horgan, McCarthy-yes) at 8:55 p.m.

Motion: (King, second Horgan) to come out of non-public session passed 5-0 at 8:57 p.m.

14) Adjournment:

Motion: (Horgan, second St. Onge) to adjourn the meeting passed 5-0 at 8:58 p.m.

Respectively submitted
Kathleen Magoon
Recording Secretary

