

Town of Farmington
Board of Selectmen – Public Meeting Minutes
Monday, August 24, 2015
Selectmen’s Chambers
356 Main Street

Board Members Present:

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

Board Members Absent:

Jim Horgan

Others Present:

Town Administrator Arthur Capello
Police Chief Jay Drury
Fire Chief James Reinert
Fenton Groen, Groen Builders
Resident Neil Johnson

1). Call to Order/Pledge of Allegiance:

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

2). Public Hearing to Accept Restitution:

Chairman King opened the Public Hearing at 6:05 p.m. Town Administrator Arthur Capello said that when the town receives unanticipated funds in the amount of \$5,000 or more, the Selectmen must hold a Public Hearing to accept those funds. He said that as part of the negotiated settlement in the case against former Fire Chief Richard Fowler, Fowler was ordered to pay the town \$217,000 in restitution. Capello said that the town can continue to accept funds as submitted by Fowler and from the insurance claim once the board approves acceptance of the funds. He added that he is currently working on gathering the information requested by the insurance claims consultant.

Chairman King asked for public comment regarding the matter and hearing none, closed the Public Hearing.

Motion: (St. Onge, second Proulx) to accept funds in any amount related to the Fowler restitution passed 4-0.

3). Pinning of the New Fire Chief:

Vice Chairman St. Onge gave a brief biography of Fire Chief James Reinert that included his family, education and experience. Residents, Fire Department and family members looked on as Chairman King pinned the new Chief. Chief Reinert thanked his friends and family for their support and told department members he is happy to continue to lead them through thick and thin and get them home safely to their families. Following a prayer for the safety of the new chief, Chairman King welcomed Reinert as the new Fire Chief and said he would wish him well, but he didn't think he was going to need it.

4). Public Comment:

A). Resignation-Vice Chairman St. Onge announced that he is moving to Barrington and since he will no longer be a resident, he must resign his position. He said after serving for eight or nine years on the Budget Committee, two years on the Economic Development Committee and one and a half years as a Selectman he has worked with a lot of people in town including dept. heads, school and town administrators and employees and found them to be

dedicated to the town without personal agendas despite what is sometimes said on social media. He then thanked voters for the opportunity and their support. Chairman King thanked him for his service to the town and wished him well in his future endeavors. Budget Committee Chair Neil Johnson also thanked St. Onge for his service and noted that although they may have had their disagreements, he has enjoyed working with him.

B). Hay Day-Town Administrator Capello thanked the Police, Fire and Recreation Depts. for all their efforts in providing a Hay Day celebration that went off with no hitches. He reminded residents that the fireworks will be held on Saturday, August 29. Chairman King noted that the 5K race had a good crowd and a lot of support for the 91 participants in this year's race.

5). Review of minutes:

August 17, 2015-Public Meeting -

Page 1-2, Public Comment, Discussion with Tom DeJulio about the installation of poles/lights in the downtown area- Selectman Proulx asked for a clarification stating that the board has asked the state twice to answer the question as to whether the town can install the poles without streetlights and use them year round for Christmas lights, banners, flags, etc. but has still not received an answer.

Page 3, #7, Hay Day- Police Chief Drury noted that the Town Administrator incorrectly answered Selectman Horgan's question about any other town booths at the celebration as the Police Dept. had a booth there.

Motion: (King, second Proulx) to approve the minutes as amended passed 4-0.

August 17, 2015- Non-Public Sessions A and B-

Motion: (Proulx, second King) to approve the minutes as written passed 4-0.

6) Public Safety Building:

Fenton Groen returned to the board to review the suggested changes to the floor plan made by the Police and Fire Chiefs and the board at the previous meeting. Discussion then included outfitting the small booking room with the needed plumbing for future use as a jail cell if needed, eliminating the hall between the day room and the fire office to expand the kitchen/day room area, replacing the single entry door to the maintenance room and replace it with a double door entry for easier entry, addition of two center doors at the rear of the building to create drive-through bays, building placement on the lot, number and placement of parking spaces, managing traffic flow around the building and the location of a grave site and wetlands on the property. Groen said the next steps include working with the Chiefs and the Code Enforcement Officer to solve traffic flow, turning radius, parking and setback issues. After the adjustments to the preliminary plan are completed the next steps would include survey of the site, stake out the location of the building, wetland setbacks and the grave sites and working with the civil engineer to draft the final plans. Chairman King asked him to include how far the facility can be moved to the left or right of the suggested position if needed due to any setback or other issues. Groen said he expects these steps will be completed in about three weeks.

7). Budget (RFP):

Capello reported the RFP for cleaning services for the town has gone out to bid. He said he contacted the Superintendent for a referral for an insurance provider and has met with four companies. He added that he is awaiting price proposals, but cautioned the board not to expect any big savings due to the "Cadillac tax" and other requirements of the Affordable Care Act. He said he plans to have a report for the board at the next meeting.

8) Space Plan for the Second Floor:

Capello asked the board to provide some direction for use of the space on the second floor of the Municipal Building. Chairman King said he would like to see a plan and a cost estimate to repair any structural issues, the bathroom, the fire doors at the top of the front staircase, heating/air conditioning updates, computer connections and painting. Capello asked if the board plans to use the space for offices, meeting space or to rent it out for public functions. He

noted that elevator access would need to be improved as the present access is behind locked gates when the offices are closed. Chairman King said that depending on the cost to bring the space up to code, there may not be enough money in the budget to do anything else with the space at this time.

Vice Chairman St. Onge suggested the town could recoup the repair costs by renting the space out for public use. Selectmen McCarthy suggested asking the SAU administrators if they would be interested in coming back to the Municipal Building once the repairs and updates have been completed. He added they could save the taxpayers a lot of money if they left their present building and moved back to the Municipal Building. Consensus of the board was to submit the question to the SAU Office.

9). Additional Board Business:

A). Panhandling Ordinance- Chief Drury came to the board to discuss the problem of panhandling in town. He provided copies of the ordinance passed in Concord that is based on maintaining the free flow of traffic by prohibiting the exchange of any item from/to a motor vehicle in the roadway. Discussion included the extent of the problem in town, the Concord ordinance does not specify who is guilty of the violation, status of the Rochester ordinance, not infringing on free speech rights, contacting other communities to see what works for them, not fining an intimidated giver, the effect on charity drives such the Fire Dept. Boot Drive, panhandling on sidewalks, parking lots and private property. Chairman King asked the Chief to return to a future meeting with a revised draft ordinance for board review.

B). Grant Applications- Chief Drury also told the board that Chief Reinert has been researching available state and federal grant funds for equipment. Discussion included the Homeland Security Grants process for Police, Fire and EMS services and the possible receipt of grants for a generator and computers for the new Public Safety Building. Chief Drury said he presented the information as “food for thought” for the board.

C). Pig Complaint- Vice Chairman St. Onge asked if a complaint regarding possible animal cruelty to a pig has been addressed. The Town Administrator said he will contact the Police Chief to find the right dept. to be notified regarding the treatment of farm animals.

D). Uniform Bill – Chairman King asked for the status of the request to negotiate a bill for missing items with G and K Services. Capello said he is waiting for a reply from the company salesman.

10). Town Administrator’s Report:

A). Sarah Greenfield Business Park Sign- Capello said based on the minutes of Sept.9, 2014 Economic Development Committee meeting, the sign company was made aware of the correct wording for the sign. He said he would like to contact the company and see if they will correct the sign at no cost to the town. Consensus of the board was to have Capello bring the question to the company.

B). Town Credit Card- Capello asked Selectmen to approve acquiring a town credit card that would be under the control of himself and the Finance Administrator. He said that Citizens’ Bank gives a 1% rebate with no fees and added as an example, based on what the town pays Waste Management the town could receive a \$1,000 rebate by paying the bill with a credit card. Discussion included interest rate or late fee on any unpaid balance, what happens if the credit card bill is not paid on time, Selectmen may have to come in on an off week to sign invoices, not circumventing the purchasing policy, whether the board signs the credit card invoice or the invoice for the product or service and amending the present policy to require bills be paid when due. Consensus of the board was to find out the down side of having the card before approving its use.

C). Internal Controls Policies- Capello said the AP/Payroll policy is included in Selectmen’s packets for their review. He said he is working on other related policies and suggested the board begin review of the policies at the next meeting.

11). Next Meeting: Monday, August 31, 2015.

12). Non-Public Session A:

Motion: (King, second Proulx) to enter non-public session under RSA 91-A: 3 II (d) passed by a roll call vote (King, Proulx, St. Onge, McCarthy-yes) at 6:52 p.m. The matter was tabled by the board.

Motion: (King, second St. Onge) to come out of non-public session passed 4-0 at 7 p.m.

13). Non-Public Session B:

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

Motion: (King, second McCarthy) to come out of non-public session passed 4-0 at 7:45 p.m.

Motion: (King, second McCarthy) to seal the minutes passed 4-0.

14). Non-Public Session C:

Motion: (Proulx, second King) to enter non-public session under RSA 91-A: 3 II (c) passed by a roll call vote (King, St. Onge, McCarthy, Proulx-yes) at 7:45 p.m.

Motion: (King, second McCarthy) to come out of non-public session passed 4-0 at 8 p.m.

15). Adjournment:

Motion: (King, second St. Onge) to adjourn the meeting passed 4-0 at 8:05 p.m.

Respectively submitted

Kathleen Magoon, Recording Secretary

Charlie King

Paula Proulx

Brian St. Onge

James Horgan

Gerry McCarthy