

**Town of Farmington**  
*Board of Selectmen – Public Meeting Minutes*  
**Monday, November 16, 2015**  
**Selectmen’s Chambers**  
**356 Main Street**

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**Board Members Present:**

Charlie King, Chairman  
Paula Proulx, Vice Chairman  
Jim Horgan  
Neil Johnson  
Jerry McCarthy

**Others Present:**

Arthur Capello, Town Administrator  
Fire Chief James Reinert  
Public Works Director Dale Sprague  
Town Clerk Kathy Seaver

**1). Call to Order:**

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

**2). Non-Public Session A:**

**Motion:** (King, second Johnson) to enter non-public session under RSA 91-A: 3 II (b) passed 5-0 by a roll call vote (King, Proulx, Horgan, Johnson, McCarthy- yes) at 6 p.m.

**Motion:** (King, second Horgan) to come out of non-public session passed 5-0 at 6:10 p.m.

**Motion:** (King, second Johnson) to seal the minutes until the matter is resolved passed 5-0.

**3). Non-Public Session B:**

**Motion:** (Horgan, second Johnson) to enter non-public session under RSA 91-A: 3 II (b) passed 5-0 by a roll call vote (King, Proulx, Horgan, Johnson, McCarthy- yes) at 6:10 p.m.

**Motion:** (King, second Johnson) to come out of non-public session passed 5-0 at 6:40 p.m.

**Motion:** (King, second Johnson) to seal the minutes until the matter is resolved passed 5-0.

**4). Call to Order/Pledge of Allegiance:**

Chairman King called the public session of the meeting to order at 6:45 p.m. All present stood for the Pledge of Allegiance.

**5). Review of Minutes:** Tabled until the next meeting.

**6).Public Comment:** None.

**7). Review Budgets:**

Selectmen received 2016 general fund budget proposal and began the review of the department budgets with Public Works Director Dale Sprague. Budgeted amounts for 2015 are in parenthesis. Discussion included:

**Administration Highway and Streets:**

**Outside Services-** \$10,000 (\$3,500) - Items such as snow removal, inspections, tree cutting and fuel storage that do not have their own lines were moved to this line.

**Highway Personnel-** \$309,890 (\$305,559) this wage increase is based on the contract agreement.

Highway Electricity- \$9,275 (\$8,900) Selectmen discussed possible causes for the increase in use and ways to reduce costs. Capello will look into updating the lights to more efficient fixtures.

Grounds Maintenance- \$3,000- This new line represents the cost of maintaining the grounds at the town parks. Items include grass seed, flowers, mowing, etc. Selectmen asked for clarification of a similar line in the Recreation Dept. budget.

Highway Uniforms- \$2,100 (\$5,000) the reduction is due to giving a lump sum payment to employees instead of using a contract service company to provide uniforms.

**Highway and Streets:**

Rebuild/Repave/Repair Roads- \$350,000 (\$350,000) there is approx. \$17,000 in the Capital Reserve Fund. Funding will come from taxation for the repair of Main St. from Central St. to up over the hill, Meetinghouse Hill Road and possibly Spring Street.

Sidewalks- \$21,000 (\$20,000) this represents work conducted as part of the Safe Routes to School plan. Improvements to the sidewalks and installation of flashing lights and caution signs are planned for the intersection of Main and School Streets and the Spring Street areas.

Crushed Gravel \$25,000 (\$30,250) and Winter Sand- \$12,500 (\$15,000) Sprague said the town pays \$5.50 and \$3.10 per cubic yard for rock and sand. Selectmen suggested he look into reports that these materials may be available at a lower price at the site of new shopping center being built in Rochester.

Contract Sweeping- \$7,800 (\$7,020) - This line represents 65 hours of sweeping (40 hrs. in the spring, Hay Day cleanup, fall cleanup and prior to the downtown paving). Sprague said he plans to try to find a company with better equipment for next year's cleanup.

DPW Waste Disposal- \$2,200 (same) This line contains the costs for rental and emptying of dumpsters for the CAP office, Rec. Dept and Police Dept. Capello will look into getting a package deal for the units.

Highway New Equipment - \$5,000 (none) Sprague said he budgeted for the purchase of a new tire changer and a new tire balancer as the present equipment does not handle the new larger tires which could be a safety issue.

Highway Salt- \$62,000 (\$58,000) Sprague said the dept. purchases approx. 1100 tons of road salt at \$51.73 a ton from Granite State Minerals. He plans to buy three or four truck loads from Morton Salt which is drier and the town would not be paying for the weight of the water in the loads.

Repair Street Lights- \$2,100 (none) Sprague said "simple fixes" such as light bulbs are provided by Eversource but there is a charge for any more complicated repairs. He said the town has not received any bills but he funded the line "just in case" as any resident can request a repair.

**Sanitation Administration:**

Landfill Personnel- \$45,217 (\$43,523) Selectmen asked for a breakdown of full time and part time personnel including hours, wage rates and overtime.

Tire Removal- \$600 (\$750) Sprague reduced this line to \$600 from \$750.

Solid Waste Hauling- \$24,137 (\$17,680) the hauling costs are going up 2% per haul.

**General Government Buildings:**

Repairs/Maintenance Town Hall Bldgs. - \$40,000 (same) this line represents planned repairs to the Municipal Building, Opera House and the chimney at the Police Station.

Town Clock- \$1,200 (\$1,200) this money is set aside in case the clock needs repair. It includes funds to rent a lift to access the clock. Capello will research the availability of a repair person.

**Water Department:**

Consultants- \$90,000 (\$2,000) this line contains funding for the replacement of the water main through the Main St. Bridge and exploration of future water sources. Selectmen decided to reduce the line to \$2,000 and take the money for the bridge work out of the Capital Reserve Fund.

**Motion:** (Proulx, second King) to transfer \$5,000 to the Capital Reserve Fund passed 5-0.

Mainline Renewal- \$30,000 (\$5,000) this line represents the cost of materials for the replacement of the water main

through the Main Street bridge.

**Motion:** (King, second Proulx) to reduce the mainline renewal line to \$5,000 passed 5-0.

Sprague said no problems were found during the Sanitary Survey at the Water Dept. except for the lack of documentation on when the tanks were inspected and cleaned. He said the cost for a diver to perform the inspections and provide the documents is \$4,390.

#### **Sewer Dept.**

**Electricity-** \$81,000 (\$83,000) - The average monthly bill is \$6,000. Sprague said he will soon have to decide whether to remain with North American Power or switch to another supplier.

**Sludge Processing-** \$46,970 (\$31,700) this line represents the cost is for dewatering the system. Hauling and associated fees are \$122 per wet ton.

Discussion also included whether the sewer Capital Reserve Fund was being funded properly as told to voters at Town Meeting which included a \$50,000 contribution from the rate payers and a matching amount from the Town.

**Motion:** (Horgan, second King) to put \$50,000 in the Capital Reserve Fund passed 4-1 (Proulx opposed).

#### **8). Non-Public Session C:**

**Motion:** (King, second Proulx) to enter non-public session under RSA 91-A: 3 II (c) passed 5-0 by a roll call vote (King, Proulx, Horgan, Johnson, McCarthy – yes) at 8:45 p.m.

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

#### **Fire/EMS Depts.**

Fire Chief James Reinert then came forward to discuss the Fire/EMS budget proposal.

**Fire Dept. Secretary-** \$0 (\$8,500) the position was not filled following the departure of the previous Secretary. Some of the tasks were split among the Captains and other tasks were outsourced.

**Per Diem Fire Day Coverage-** \$336,373 (\$43,680) the previous Chief split the Fire and EMS costs into separate lines. Chief Reinert said he combined the per diem Fire day coverage, EMS Coverage per diem and Fire/EMS coverage per diem lines back into one line as most of the staff is qualified for both types of positions. He added that he also gave 50 cents to \$1 an hour raises to some staff members based on their rank and length of service to the town. Selectmen asked the Chief to provide a memo with the breakdown of who received raises and the criteria for the increases.

**Protective Clothing-** \$7,000 (\$22,600) the line is down from last year as it included budgeting for a grant. The dept. has the sets of gear that is needed except for two sets needed in a smaller size. The Chief said he plans to purchase leather boots as they provide better protection from the elements and last longer than rubber boots. Discussion included giving a clothing allowance to employees, not making employees pay for uniforms and other gear out of their own pockets, buying boots as needed, outfits are fitted to each employee, outfits are kept at the station and not outfitting inactive staff.

**Equipment Expense-** \$18,000 (\$11,000) Chief Reinert said the dept. needs new hose, a rural hitch, two gas meters with a docking station, a tool box and tools and generator lights. Selectmen asked for a plan going forward for equipment repair/replacements.

**Forestry Equipment-** \$1,500 (none) - This line is for the purchase of hose and pumps for the Forestry Truck. The items will be funded through a 50-50 matching grant if received. The town's portion of the grant is \$1,500 but Selectmen advised the entire amount of the grant must be funded in case the grant application is rejected. They recommended the line be increased to \$3,000.

**Preventive Maintenance-** \$7,625 (none) - An outside company is used to test and maintain hoses, ladders and pumps. The company also keeps track of the testing and the supporting documents.

**Repair Air Packs-** \$3,000 (\$3,000) represents the cost of a fill station to refill air packs. The present fill station was not properly maintained and failed an air quality test. The dept. is currently using other town's fill stations when needed.

**Equipment Grants-** Chief Reinert said he researched three grants that require a match from the town and sought the

board's approval to apply for the grants. The grants would help fund a tanker/pumper, air packs and a camera with a total \$46,500 match from the town. Consensus of the board was to support moving forward with the grant applications.

Ambulance - Consensus of the board was to add up to \$25,000 of ambulance revenues into the Emergency Medical Motorized Equipment Capital Reserve Fund. Chief Reinert said the 2006 Ford ambulance is currently out of service and has been in for repair three times in an attempt to fix a loss of power issue. Chairman King advised Capello to find another Ford dealer in case the present dealer is unable to find the source of the problem.

#### **Town Clerk**

Town Clerk Kathy Seaver then came forward to discuss her budget proposal with the board.

Elections- \$198,226 (\$195,177) Seaver told the board that election related costs are up because she budgeted for five elections for next year. There are four elections scheduled and she also budgeted for an additional election in case a special election is required.

Seaver also told the board the wireless service at the Town Hall needs to be upgraded to provide service in the gym at an estimated cost of \$200.

Coast Bus Funding- The Town Administrator then told the board that the Coast bus company had submitted a written request for funding from the town in the amount of \$22,530. This is an increase of \$1,151 over the 2015 request. He asked the board what action they would like to take on the request.

**Motion:** (Johnson, second King) to level fund the request to the 2015 amount failed 2-3 (King, Johnson- yes; McCarthy, Proulx, Horgan- opposed).

Discussion included not wanting to turn the matter into a contest between the town and the bus company, the chart of ridership numbers does not make sense and the company is subsidized by federal and state grants and the users.

**Motion:** (Horgan, second Proulx) to budget the full amount of the request (\$22,530) for the Coast passed 3-2 (Horgan, Proulx, McCarthy- yes; King, Johnson- opposed).

Chairman King then suggested the remaining agenda items be tabled.

**Motion:** (King, second Horgan) to table the remaining agenda items until the next board meeting passed 5-0.

#### **9). Non-Public Session D:**

**Motion:** (King, second Horgan) to enter non-public session under RSA 91-A: 3 II (c) passed 5-0 by a roll call vote (King, Proulx, Horgan, Johnson, McCarthy- yes) at 10:20 p.m.

**Motion:** (King, second Johnson) to come out of non-public session passed 5-0 at 10:40 p.m.

#### **10). Non-Public Session E:**

**Motion:** (King, second Johnson) to enter non-public session under RSA 91-A: 3 II (a) passed 5-0 by a roll call vote (King, Proulx, Horgan, Johnson, McCarthy- yes) at 10:40 p.m.

**Motion:** (King, second Johnson) to come out of non-public session passed 5-0 at 10:50 p.m.

**Motion:** (King, second Johnson) to seal the minutes until the matter is resolved passed 5-0.

#### **11). Non-Public Session F:**

**Motion:** (King, second Horgan) to enter non-public session under RSA 91-A: 3 II (c) passed 5-0 by a roll call vote (King, Proulx, Horgan, Johnson, McCarthy- yes) at 10:50 p.m.

**Motion:** (King, second Johnson) to come out of non-public session passed 5-0 at 11 p.m.

#### **12). Adjournment:**

**Motion:** (Horgan, second Johnson) to adjourn the meeting passed 5-0 at 11:05 p.m.

Respectively submitted  
Kathleen Magoon  
Recording Secretary

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Charlie King

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Paula Proulx

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Neil Johnson

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James Horgan

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Gerry McArthur