

Town of Farmington
Board of Selectmen – Public Meeting Minutes
Monday, December 7, 2015
Selectmen's Chambers
356 Main Street

Board Members Present:

Charlie King, Chairman

Paula Proulx, Vice Chairman

Jim Horgan

Neil Johnson

Others Present:

Town Administrator Arthur Capello

1). Call to Order/Pledge of Allegiance:

Chairman King called the meeting to order at 6:05 p.m. All present stood for the Pledge of Allegiance.

2). Review of Minutes:

Nov. 23, 2015- Public Session- Tabled.

Nov. 30, 2015- Public Session- Page 1- add Trustee Linda McElhinney to list of those present at the meeting, Page 2- Item #4, add more information about how CAP will pay for future repairs, Page 3-Room Rental, change the name to McElhinney, Page 4- Conservation Commission, remove "income and expenses" and replace with "budget".

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

Nov. 30, 2015- Non-Public Sessions A, B, and C-

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

3).Public Comment: None.

4). Review Budgets: General Overview, Pay Increases:

General Overview- Town Administrator Capello gave the board the latest updates to the proposed 2016 operating budget based on their recommendations at the last board meeting and dept. head changes. He stated that the total budget appeared to be up at first glance, but was actually down due to being offset by \$265,590 in revenues. Those revenue sources include Cable TV (\$60,000), Police outside details (\$80,000), Safe Routes to School (\$61,683), forestry grant (\$1,500) and the landfill grant (\$51,407). He added that this budget also includes \$30,000 as a holding amount for budgeting purposes for potential non-union staff increases. This reflects the amount needed if the board chose to recommend up to 3% wage increases for 21 employees and was not included in the 2015 budget he said.

Chairman King noted that if these same revenues were included in last year's budget, then the proposed 2016 budget could not be considered to be down from the present budget. Capello said the forestry grant was not in the 2015 budget and will be received in 2016. He then added that the 2016 budget proposal is up by \$63,806. The board then discussed the following items:

Page 15, Account 4909- Capital Outlay Improvements Other Buildings (\$61,683) this includes funds received from the Safe Routes to School grant.

Page 3, Account 4155- Personnel Admin. (\$25,500) does not match the budget comparison provided in Capello's memo (\$55,500) as the comparison includes the \$30,000 for possible wage increases.

New DPW Position-Selectmen discussed adding the proposed full time Deputy Public Works Director to the 2016 budget proposal. Discussion included mid-level salary for the non-union position is \$92,475 (\$26.74 an hour), how many months of salary and benefits to budget, the starting salary amount and the likelihood of finding a candidate with both DPW and solid waste experience.

Motion: (King, second Horgan) to add 10 months of salary, up to \$77,062 for the Deputy Public Works Director position passed 4-0.

Chairman King suggested the board tackle the rest of the budget before considering any other wage increases. He asked the board if they wished to consider trimming a little from each line or move forward with the budget "as is".

Vice Chairman Proulx suggested the dept. heads be given the option to suggest cuts within their budgets rather than having the board tell them what to cut.

Capello said the biggest portion of the increase is due to contractual obligations with the town's two employee unions and the three new full time positions approved by the board.

Proposed Warrant Articles- Capello said if all the articles are approved a total of \$193,407 would be transferred to the Capital Reserve Funds. Discussion included:

Town Employee Financial Obligation Capital Reserve Fund- (\$3,000 proposed) to pay out leave time for employees who resign or retire. The board determined there is enough currently in the fund to cover this expense and recommended not to fund the requested amount.

Bridge CRF- (\$20,000 proposed) to fund the town's portion of repairs to bridges as required by the state 80/20 bridge aid. The aid may not be available next year and consensus of the board was to recommend the appropriation be reduced by \$5,000.

Highway Motorized Equipment- (\$30,000 proposed) consensus was to recommend reducing this request by \$5,000.

Emergency Motorized Equipment- (\$70,000 proposed) the fund currently contains \$25,800. In addition to the \$70,000 appropriation, this article seeks to further fund the appropriation with \$25,000 from ambulance billing revenues and \$30,000 from general taxation. Consensus was to recommend reducing the request by \$10,000.

Self-Contained Breathing Apparatus- (\$30,000 proposed) this fund would be used to replace air packs for the Fire Dept. Chief Reinert has applied for a grant to help fund the packs and will learn if the grant will be received in 2016. Selectmen recommended the request be reduced by \$15,000 to cover the town's portion of the cost.

Motion: (King, second Horgan) to reduce the recommended appropriation to the Bridges CRF by \$5,000, the SCBA CRF by \$15,000, the Highway Motorized Equipment CRF by \$5,000, the Emergency Medical Equipment CRF by \$10,000 and the Town Employee Financial Obligation CRF by \$3,000 passed 4-0.

Goodwin Library- Discussion included the 2016 requested amount (\$278,000), the 2015 approved amount (\$260,000), Personnel expenditures are too high, level fund the request and let the Trustees make their case to the Budget Committee.

Motion: (King, second Johnson) to level fund the library budget proposal and let the Budget Committee decide passed 4-0.

Page 4, Line 01-4194-30-351, Town Clock- (\$1,200 proposed) Capello reported that the maintenance man estimated \$1,000 would be enough to cover maintenance and repairs of the clock. Selectmen reduced the line to \$1,000.

Page 9, Line 01-4312-10-630, Rebuild/Repave/Repair Roads- (\$350,000) Discussion included plans for repairs to upper Main Street, Meaderboro Road, Meetinghouse Hill Road, Governor and Spring Streets next year. Selectmen noted most resident complaints involve road conditions and decided not to hinder any progress in improving road conditions by recommending any cuts to the line.

Capello said he would ask the dept. heads to reply to the board's request for additional budget cuts by Thursday with the goal of completing the Selectmen's recommended budget by the end of the next meeting.

Motion: (King, second Johnson) to take a five minute recess passed 4-0 at 7:30 p.m. The meeting reconvened at 7:40 p.m.

Pay Increases- The board then discussed potential wage increases for non-union town employees. Discussion included the total number of non-union employees, removing those employees currently over the maximum salary amount for their positions, remove employees who have received a raise within the past two months, base increases on merit, what percentage increase to use (1% to 3%) and how much money to set aside for budgeting purposes.

Motion: (Horgan) to include \$22,000 for pay increases failed due to lack of a second to the motion.

Motion: (Johnson) to include \$20,000 for pay increase failed due to lack of a second to the motion.

Additional discussion included if non-contract employees are being punished, contract employees made other concessions to get pay raises, reduction of the number sick days from 12 to eight, compensating employees for the lost four sick days with pay raises and potentially making employees pay the "Cadillac tax" if they want to keep their "Cadillac" insurance coverage.

Motion: (Johnson, second King) to set aside \$21,000 for pay increases passed 4-0.

5). Possible Warrant Articles: Addressed in item #4.

6). Update on Public Safety Building:

Capello reported the final budget number for the proposed Public Safety Building is \$2,363,000. He said that \$2.3 million is an "extremely reasonable" number for the project and advised he will re-do the cost analysis and return it to the board at the next meeting.

Selectman Johnson said the proposal requires a two-thirds vote at Town Meeting and asked if the board should consider a strategy for the meeting. He suggested the presentation should include photos of the current Police and Fire stations showing the mold and holes and other issues too expensive to repair. Capello said both Chiefs probably have such photos that they would be happy to share.

7). Policy- New Hire Policy:

Capello said there has been difficulty getting new employee paperwork returned in a timely manner and requested the board approve a policy that requires all new hires to complete all of the necessary paperwork prior to starting work with the town. He provided a draft policy to the board for review.

Motion: (Johnson, second Horgan) to implement the policy as written passed 4-0.

8). Additional Board Business:

A). Housing and Community Development Plan- Selectmen received a copy of the plan that sets development goals for the town that was first adopted in 2011. Three Public Hearings will be held on Dec. 21 to discuss the re-adoption of the plan and other requirements for the CDBG grant application process for the Farmington Children's Center/Town of Farmington.

B). Property Liability Insurance Breakdown- Selectmen reviewed a Property and Liability report developed by Primex containing a summary of property, buildings and vehicle values and a breakdown of the claims and losses for the last five years. Capello said he requested the information following notice of a 16.30% increase in property and liability insurance for 2016. He said he plans to meet with Primex representatives to discuss what the town can do to reduce claims and related costs going forward. Discussion included the embezzlement claim against the former Fire Chief, what is the formula used to determine values, is the value of a property different if it is town owned, the listed value of the daycare center is incorrect, would the building or vehicle condition affect its value, questionable value of some of the town owned vehicles, if the town still owns all of the properties and vehicles listed, the claim ratio will be bad for the next five years, Workmen's Compensation claims, reduce premiums by working to reduce claims, increasing the deductibles and if deductibles can be funded by setting up a Capital Reserve Fund. Capello will report his findings to the board following the meeting with Primex.

C). Sludge Removal Contract- Capello said Public Works Director Dale Sprague obtained a new service agreement proposal with Waste Management for sludge removal. Chairman King motioned to enter into a three year contract for sludge removal with Waste Management as written at a cost of \$275 per pull all inclusive. After some discussion about the terms of the contract, King withdrew his motion. The board then requested that Sprague re-do the proposal with an explanation of the contract charges.

D). Recreation Dept. Report- Budget breakdown for the Budget Committee.

E). Response to Frank Blaney- The board reviewed the response to a request for information from Mr. Blaney.

F). Valley View Video- Selectmen received an invitation from Valley View Elementary School Library teacher Paige Holman to participate in a video about reading entitled "Read Across Farmington". Selectmen Proulx and Horgan will meet with Ms. Holman on Thursday, Dec. 10.

G). Notice of Arbitration- The board received a notice of the NEPBA Union's intent to submit a grievance to arbitration from their lawyer.

9). Non-Public Session A:

Motion: (King, second Horgan) to enter non-public session under RSA 91-A: 3 II (b) passed 4-0 by a roll call vote (King, Proulx, Horgan, Johnson- yes) at 8:30 p.m.

Motion: (King, second Horgan) to come out of non-public session passed 4-0 at 8:40 p.m.

10). Non-Public Session B:

Motion: (Johnson, second King) to enter non-public session under RSA 91-A: 3 II (c) passed 4-0 by a roll call vote (King, Proulx, Horgan, Johnson-yes) at 8:40 p.m.

Motion: (King, second Horgan) to come out of non-public session passed 4-0 at 8:50 p.m.

11). Adjournment:

Motion: (King, second Horgan) to adjourn the meeting passed 4-0 at 8:55 p.m.

Respectively submitted

Kathleen Magoon, Recording Secretary

Charlie King

Paula Proulx

Neil Johnson

James Horgan

Gerry McCarthy