

Town of Farmington
Board of Selectmen Meeting Minutes
Monday, January 23, 2017

Board Members Present:

Charlie King, Chairman
Neil Johnson, Vice Chairman
Jim Horgan
Paula Proulx
Ann Titus

Others Present:

Arthur Capello, Town Administrator
Dale Sprague, DPW Director

1). Call to Order/Pledge of Allegiance:

Chairman King called the meeting to order at 6:15 p.m. All present stood for the Pledge of Allegiance.

2). Public Input: None.

3). Review of Minutes:

Copies of the minutes of the last meeting were not available for review.

4). Water Investigation:

DPW Director Dale Sprague came before the board to discuss the status of the search for additional groundwater resources being conducted by Emery & Garrett, Groundwater Investigations. Mr. Sprague said he met with representatives from the company and they reported that some potential locations for a new water source are under investigation in the general vicinity of the Cocheco River.

Mr. Sprague said the plan is to look for a potential future replacement for Town well #4 which has had some aesthetic issues and to budget to clean well #5 more frequently due to some screening issues. He displayed aerial photos of the sites recently under investigation and pointed out the locations of some of the test sites. He noted some of the sites look promising due to the existence of bedrock or gravel packs but they may be more expensive to investigate due to the difficulty in accessing the site.

Discussion also included the lack of vertical water depth at the tested sites, DES requirements, other potential sites, allocation of the funds for the project and the need to protect groundwater resources areas.

Mr. Sprague said the project is still in the exploratory phase and he will continue to collect information on the most promising locations. The next steps include talking to landowners about groundwater protection, to find out if a wetlands permit will be needed and to discuss the issue with the Planning Board he said.

Safe Routes to School- At a previous meeting Mr. King asked how many feet of sidewalk would be installed for more than \$51,000 in engineering fees.

Mr. Sprague said the federal grant project will include approx. 760 linear feet of sidewalks and crosswalks plus 4 flashing beacons.

Mr. King remarked that that is only about one-eighth of mile.

Mr. Capello said this does not include construction costs for the project as it has not yet gone out to bid.

Mr. King asked what the Town would budget for sidewalk work.

Mr. Sprague said the cost would be about \$40 per linear foot for sidewalk work done by the Town.

Mr. King then said the same amount of sidewalk would cost about \$32,000 if installed by the Town.

Mr. Capello said that the engineering costs are likely to double by the time the project actually begins and that part of the delay with the program is due to the engineering firm changing the engineers to head up the project and continued revisions such as a request to re-format the font of the agreement. He said that this is an example of what is wrong with the federal government.

Ms. Proulx asked if the Town was “in too deep” to come out of the grant program.

Mr. Capello said if the Town was to back out of the program at this point it would have to reimburse all of the expenses related to the project.

Waste Oil- Mr. Capello said the question of what is done with the Highway Dept.’s waste oil came up during the budget review at the previous meeting.

Mr. Sprague said that the waste oil is picked up by Barron Bros. and they pay 50 cents a gallon for the used oil.

5). Budget Review:

Mr. Capello told the board that the Town dept. heads have done a tremendous job with the budget and with the additional budget cuts and increased revenues the Town portion of the projected tax rate for 2017 is down 12 cents from \$6.24 in 2016. He said this figure includes the warrant articles with a tax impact. He added that the Finance Administrator reviewed the revenues based on the actual amounts of revenues received and that the numbers have been “triple checked”.

Ms. Proulx asked where the encumbrances fit into the budget.

Mr. Capello said that after the budget is approved the encumbered funds are taken from the 2016 budget.

Mr. King noted that there is a \$120,000 increase in the proposed Town budget but with the increased revenues there is a \$50,000 decrease in the bottom line from 2016 to 2017.

There were no further questions/comments on the budget from the board.

Mr. Capello said he will ask the Finance Administrator to check the numbers again before the budget is submitted to the Budget Committee. The budget will be submitted after the deadline for submission of warrant articles has passed he said.

6). Warrant Article Review:

Mr. King then asked the board to review the warrant articles for possible changes.

Mr. Johnson asked if the actual board vote to recommend the articles has to be included with each article.

Mr. Capello said the article must state if the board voted yes or no to recommend it and the actual vote is not required.

Selectmen requested changes to the following warrant articles:

Article 4- Operating Budget- Mr. Capello will include the adjusted budget number when the figures are finalized.

Article 10-Revaluation of Town- add “2016” before “undesignated fund balance”

Article 17- Landfill Closure Fund – Change the amount to be appropriated to \$25,000

Article 19- To Discontinue the Public Safety Building and “Equi” – Mr. Capello will attempt to shorten the article title to allow space for the fund title.

Article 22- Depreciation of Waste Water Treatment Plant - change the second sentence to read “This money will only be transferred to match the Waste Water Enterprise Fund contribution up to \$25,000.”

Article 23 – Change Purpose and Name of Main Street School Operations & Maintenance Fund- to clarify that the fund be repurposed/renamed to the Municipal Office Building Maintenance Fund.

Add New Articles- Selectmen requested a warrant article be added seeking approval to deposit the franchise fees from the TDS cable TV service into the Future Technology Fund. A second new article will be added to see if the Town will raise and appropriate up to \$60,000 to develop Asset Management Programs for the waste water and storm water collection systems and to authorize Selectmen to carry out financing for the project and accept/expend any state or federal that become available.

Discussion also included reordering the articles to place those articles requiring a two-thirds vote at the beginning of the warrant.

7). Public Safety Building Update:

Mr. Capello said the he and the Police and Fire Chiefs visited the building site and found that the work continues to progress on schedule and is “looking good”.

He said the interior flooring is scheduled to be installed on Monday and that the ceiling grids have been completed.

He then asked if the board had any suggestions as to who should be included in the group of people who will review the “punch list” of items to see if they have been correctly completed. Consensus of the board was to request that Mr. Capello, the Police Chief, the Fire Chief and Vice Chairman Johnson conduct the punch list review.

Selectmen decided that the Building Inspector not be included in the group so as not to influence his official inspection of the completed facility.

Mr. King asked if there is a resolution to the drainage issue in front of the ambulance bays.

Mr. Capello said the next construction meeting was scheduled for the next day and he will ask the builder if they have found an answer to the problem.

Mr. Johnson said the projected completion date is Feb. 17.

Mr. Capello said the depts. will start moving into the building in March and he is planning a Grand Opening sometime in April.

Ms. Proulx asked about handicapped assistance at the building entrance.

Mr. Johnson said the entrance door is not power assisted so the plan is to install a doorbell to request assistance with the door.

Mr. King suggested they include a label stating the bell is to be used for handicapped assistance only so all visitors to the site don’t think the bell is required for everyone to enter the building.

Mr. Capello said that he was informed by the Fire Chief that the new representative from Homeland Security said the Town is \$18,000 short of the in-kind match for the grant for the emergency generator for the Emergency Operations Center at Public Safety Building. He said the previous representative miscalculated the data needed for the grant and that only 3 rooms in

the building can be counted as part of the match for the ECO grant purposes. Selectmen asked Mr. Capello to obtain more information about the recent decision and to provide the board with the written grant approval documents for review at the next meeting.

8). Town Administrator's Business:

A). Basketball Hoops- Mr. Capello said the request for portable indoor basketball hoops for the Recreation Dept. went out to bid and 3 bids were received. He said all of the bids received were higher than the current amount in the Recreation Capital Reserve Fund (\$11,968) and asked the board approve withdrawal of up to \$7,000 from the fund to purchase one portable basketball system from the lowest bidder (BSN Sports- \$13,810 for 2 units).

Discussion included impact of the systems to the floor, where the units will be stored, dimensions, assembly requirements and if there is better equipment available for this purpose.

Motion: (King, second Titus) to table the request passed 5-0.

Selectmen requested more information on the types of hoop systems/equipment available.

B). Town Report – Mr. Capello requested the board consider reducing the amount of optional information included in the Annual Town Report to save preparation time and publishing costs. Selectmen reviewed the list of required and optional information and decided to eliminate the following optional information: estimated/actual revenues from the previous year (found on the MS-32), vital statistics, reports of the Town depts. except as required by law, reports of outside agencies, Town Meeting rules, voter rights and waste water treatment upgrades.

Mr. Capello asked the board to provide suggestions for the dedication of the Town Report at the next meeting.

9). Additional Board Business:

Main Street Parking- Selectmen revisited the Main Street parking issue in the Edgerly Park area after they were contacted again by resident Stan Freeda with additional comments/questions about parking in that area.

Mr. King asked how a Police Officer knows where parking is allowed if there are no town ordinances regarding parking.

Mr. Capello said a new Officer would take a tour of the Town with an experienced Officer to familiarize him/her self with where parking is prohibited. If a vehicle is parked where it is prohibited by a sign the owner would receive a ticket. If there is no sign there would be no ticket except in case of emergency he said. He added that he and the Town Clerk went through all of the Town Ordinances and did not find any prohibition of on-street parking in that area.

Mr. King asked if a vehicle was blocking a resident's driveway if the resident should call the Town or the Police Dept.

Mr. Capello said they should call the Police as it is a ticket-able offense.

Road Improvements- Mrs. Titus said a resident inquired as to the existence of a long term road improvement plan by the Highway Dept.

Mr. King said each year the dept. determines which road(s) will be improved and plans a budget for those improvements during the following year but there is no 5 year plan for road improvements.

More Potholes -Mrs. Titus said she was contacted again regarding potholes on Meaderboro Road.

Mr. Capello said he will inform the Deputy DPW Director of the complaints and ask him to look

into the matter.

Hazardous Waste Disposal- Mrs. Titus said a resident inquired as to when the next household hazardous waste collection will be held.

Mr. Capello said residents must go to the Turnkey facility in Rochester to dispose of hazardous waste materials and that the next collection will be held in the spring. He said he will post the date when it is announced.

10). Next Meeting: Monday, Feb. 6, 2017 at 6 p.m.

11). Non-Public Session A :

Motion: (King, second Titus) to enter non-public session under RSA 91-A: 3 II (c) Reputation passed 5-0 by a roll call vote (King, Johnson, Horgan, Proulx, Titus- yes) at 7:45 p.m.

Motion: (King, second Horgan) to come out of non-public session passed 5-0 at 8:35 p.m.

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

12). Non-Public Session B:

Motion: (King, second Horgan) to enter non-public session under RSA 91-A: 3 II (a) Compensation passed 5-0 by a roll call vote (King, Johnson, Horgan, Proulx, Titus- yes) at 8:35 p.m.

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

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

13). Non-Public Session C:

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

Motion: (King, second Titus) to come out of non-public session passed 5-0 at 8:50 p.m.

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

14). Adjournment:

Motion: (King, second Titus) to adjourn the meeting passed 5-0 at 8:50 p.m.

Respectively submitted
Kathleen Magoon
Recording Secretary

Charlie King, Chairman

Neil Johnson, Vice Chairman

Jim Horgan

Paula Proulx

Ann Titus

