

FARMINGTON BOARD OF SELECTMEN

Tuesday, January 7, 2014

Chairman Ryan Morgan called the meeting to order at 6:30 P.M. with the following members present: Andrew Hufnagel, Dennis Pike, Joshua Bell and Jessica Berry. Town Manager Richard Davis, Town Secretary Linda Grant, Treasurer Diana Young (6:25-6:40 P.M.), Assessor Mark Caldwell (6:30-6:45 P.M.), Police Chief Jack Peck (6:30-7:20 P.M.), Fire Rescue Chief Terry Bell (6:45-7:20 P.M.), Fire Rescue Deputy Chief Tim Hardy (6:45-7:20 P.M.), Parks & Recreation Director Steve Shible (6:15-7:45 P.M.), Parks & Recreation Assistant Director Matt Foster (6:45-7:45 P.M.), Public Works Director Denis Castonguay (6:30-8:30 P.M.), Budget Committee members Clyde Ross, Stephan Bunker (6:30-9:00 P.M.) and Michael Deschenes (6:30-8:30), Channel 11, and members of the press and public were also in attendance.

ITEM 1: Pledge of Allegiance to the Flag

Chairman Ryan Morgan led those present in the Pledge of Allegiance to the Flag.

ITEM 2: To Review the Following Proposed 2014 Departmental Budgets:

A) Treasurer / Clerk

Town Manager Richard Davis reviewed the proposed 2014 Treasurer/Clerk budget in the amount of \$235,225, which is a decrease from 2013 of \$8,266, or -3.39%. Treasurer Diana Young was present and explained the increase in the Elections line item.

B) Cemeteries

Town Manager Richard Davis reviewed the proposed 2014 Cemeteries budget in the amount of \$73,293, which is a decrease from 2013 of \$5,036, or -6.43%. Mr. Davis explained that Diana Young works with sexton Ed Vining to compile this budget.

C) General Assistance

Town Manager Richard Davis reviewed the proposed 2014 General Assistance budget in the amount of \$23,000, which is a decrease from 2013 of \$2,000, or -8.00%. Mr. Davis stated that even though the 2013 year-end expenditure figures are not in yet, he is confident the proposed 2014 budget will be sufficient. At the request of the Selectmen, he also explained the 2012 to 2013 increase that took place in this budget.

Q) T.A.N.

Town Manager Richard Davis reviewed the proposed 2014 T.A.N. budget in the amount of \$3,000, which is a decrease from 2013 of \$300. Mr. Davis stated that the use of this budget depends on the Town's outlook in terms of cash flow and peoples' ability to pay in a timely fashion. Treasurer Diana Young explained the anticipated use of the T.A.N. if there is no revenue sharing this year. Ms. Young confirmed that the funds budgeted in 2013 for instituting credit card machines are still in place and will most likely be accomplished in 2014.

ITEM 2: To Review the Following Proposed 2014 Departmental Budgets: (Cont.)

D) Assessing

Town Manager Richard Davis reviewed the proposed 2014 Assessing budget in the amount of \$126,604, which is a decrease from 2013 of \$3,204, or -2.47%. Assessor Mark Caldwell was present. Resident/Budget Committee member Michael Deschenes suggested that the Selectmen consider contracting the assessing position when Mr. Caldwell retires at the end of this year.

E) Code Enforcement

Town Manager Richard Davis reviewed the proposed 2014 Code Enforcement budget in the amount of \$152,530, which is a decrease from 2013 of \$1,841, or -1.19%.

F) Police

Town Manager Richard Davis reviewed the proposed 2014 Police Department budget in the amount of \$1,193,565, which is an increase over 2013 of \$19,437, or 1.66%. Mr. Davis explained that the final total of the Wages line item will be somewhat dependent on the contract negotiations, the results of which will be presented to the Selectmen at their January 14, 2014 meeting. Chief Jack Peck was present and explained the increase in the Contracted Services line item, which is largely due to increasing the frequency of janitorial services. Chief Peck also explained the continued hiring difficulties.

G) Fire Rescue

Town Manager Richard Davis reviewed the proposed 2014 Fire Rescue Department budget in the amount of \$411,828, which is an increase over 2013 of \$94,486, or 29.77%. Chief Terry Bell was present and explained the increase in this budget, which is largely due to his proposal to increase the number and hours of the part-time per diem staff. Deputy Chiefs Tim Hardy and Clyde Ross were also present to help answer any questions the Board might have. Resident/Budget Committee member Michael Deschenes asked for clarification of personnel response to the different types of Fire Rescue scenes.

H) Parks and Recreation

Town Manager Richard Davis reviewed the proposed 2014 Parks and Recreation Department budget in the amount of \$153,002, which is a decrease from 2013 of \$12,063, or -7.31%. Parks and Recreation Director Steve Shible was present and explained the UMF pool rent and Water line items. Assistant Director Matthew Foster was also present to help answer any questions the Board might have. Mr. Shible also generated a discussion regarding the possibility of discontinuing the skating rink. It was the general consensus of the Board to discuss the skating rink further at the January 14th Selectmen's meeting, after seeking public input.

I) Community Center

Town Manager Richard Davis reviewed the proposed 2014 Community Center budget in the amount of \$105,881, which is a decrease from 2013 of \$4,751, or -4.29%. Director Steve Shible stated that he has not budgeted for any capital projects this year.

ITEM 2: To Review the Following Proposed 2014 Departmental Budgets: (Cont.)

J) Public Works

Town Manager Richard Davis reviewed the proposed 2014 Public Works budget in the amount of \$1,043,087, which is an increase over 2013 of \$38,021, or 3.78%. Public Works Director Denis Castonguay was present to answer any questions the Board might have. Mr. Davis explained the increase in the following line items: Motor Fuel, Line Striping, and Contractual Services for ditching. After a brief discussion regarding the use of salt and sand, it was the consensus of the Board to increase the Sand/Salt line item from \$90,000 to \$100,000. Line striping, crosswalk painting, sidewalk construction and repair, and the Tools & Light Equipment line item were discussed.

K) L.O.R.A.P.

Town Manager Richard Davis reviewed the proposed 2014 L.O.R.A.P. budget in the amount of \$173,000, which is the same amount as budgeted in 2013.

K-1) Five Year Road Program

Town Manager Richard Davis reviewed the proposed 2014 Five Year Road Program budget in the amount of \$133,000, which is the same as 2013. Public Works Director Denis Castonguay joined in discussion of the program's paving projects.

L) Public Works Reserve

Town Manager Richard Davis reviewed the proposed 2014 Public Works Reserve budget in the amount of \$5,000, which is the same amount as budgeted in 2013. Public Works Director Denis Castonguay explained prior and future use of this Reserve account.

M) Recycling

Town Manager Richard Davis reviewed the proposed 2014 Recycling budget in the amount of \$77,448, which is an increase over 2013 of \$6,251, or 8.78%. Mr. Davis explained that he increased the Equipment Reserve line item from \$4,000 to \$10,000 in anticipation of the purchase of a compactor for future single-stream recycling. After a brief discussion the consensus of the Board was to reduce the Equipment Reserve line item back to \$4,000. Denis Castonguay explained the increase in the Electricity line item. Mr. Davis asked him to check with the Treasurer to make sure that no posting error occurred with that account.

N) Administration

Town Manager Richard Davis reviewed the proposed 2014 Administration budget in the amount of \$235,533, which is a decrease from 2013 of \$3,598, or -1.50%. Mr. Davis explained that he did not include the AVCOG dues in the Dues line item this year because it is an economic development program and therefore able to be funded from the new TIF program, which he is hopes the Board will approve out of the Town's existing account. He suggested that a future discussion be held regarding what may be funded out of the TIF Reserve account. Mr. Davis also explained the advantages to leasing photocopiers rather than purchasing them.

ITEM 2: To Review the Following Proposed 2014 Departmental Budgets: (Cont.)

O) Committees & Events

Town Manager Richard Davis reviewed the proposed 2014 Committees and Events budget in the amount of \$6,500, which is a decrease from 2013 of \$300, or -4.41%. Mr. Davis reviewed the 2013 Special Projects expenditures.

P) Municipal Building

Town Manager Richard Davis reviewed the proposed 2014 Municipal Building budget in the amount of \$81,421, which is a decrease from 2013 of \$4,054, or -4.74%. Mr. Davis stated that the only major projects include sealing the parking lots, renovating the Treasurer's office and installing new locking hardware on the front entrance door.

R) Other Protections

Town Manager Richard Davis reviewed the proposed 2014 Other Protections budget in the amount of \$479,116, which is an increase over 2013 of \$31,667, or 7.08%. The increases in the Hydrant and Insurance line items were discussed.

S) Debt Service

Town Manager Richard Davis reviewed the proposed 2014 Debt Service budget in the amount of \$158,413, which is a decrease from 2013 of \$4,040, or -2.49%.

T) Legal Reserve

Town Manager Richard Davis reviewed the proposed 2014 Legal Reserve budget in the amount of \$18,000, which is an increase over 2013 of \$3,000, or 20.00%. Mr. Davis explained that the goal each year is to keep a target balance of roughly \$25,000 in this account. He estimates that the year-end balance will be \$5,000-\$6,000.

U) ADA Reserve

Town Manager Richard Davis reviewed the proposed 2014 ADA Reserve budget in the amount of \$2,500, which is the same amount as was requested in 2013. Mr. Davis explained that he recently got a quote from Bunker and Savage Architects to look into ADA ramp access to the basement level of the Municipal Building, but never presented it to the Board because of the high cost. It is his hope that this Reserve account can be built up and utilized for this purpose in the future. Mr. Davis also pointed out that there should be a switch activated front entrance door, for which a quote was obtained a couple of years ago. That would be another possible use for this account. It was suggested that the quote be updated and installation accomplished with funds from this account at the same time the new lock switch is installed, if approved.

V) Transportation Advisory Committee

Town Manager Richard Davis stated that the \$287 balance is just being carried from year to year.

ITEM 2: To Review the Following Proposed 2014 Departmental Budgets: (Cont.)

W) Contracts / Public Services

Town Manager Richard Davis reviewed the proposed 2014 Farmington Library appropriation request in the amount of \$138,771, which is an increase over 2013 of \$2,822. It was the consensus of the Board for the Library to give a presentation. Mr. Davis suggested that the Selectmen attend the Library's presentation to the Budget Committee on January 22nd rather than have them attend two separate meetings.

Town Manager Richard Davis reviewed the proposed 2014 Gay Cemetery appropriation request in the amount of \$900, which is the same amount as requested in 2013.

Town Manager Richard Davis reviewed the proposed 2014 Franklin County Animal Shelter appropriation request in the amount of \$13,968, which is an increase of \$194 over 2013.

Town Manager Richard Davis reviewed the proposed 2014 Sandy River Recycling Association appropriation request in the amount of \$-0-.

X) Outside Agencies

Town Manager Richard Davis reviewed the proposed 2014 Outside Agencies budget in the amount of \$8,500, which is a decrease of \$1,000 over the 2013 requests. Mr. Davis pointed out that this information is just to show what the requests would have been, as the Outside Agencies will not be on the Town Meeting Warrant this year, and that category will not be in the budget book next year. He also explained how the snowmobile club appropriations will be taken care of through a separate Warrant Article this year.

ITEM 3: To Discuss Other Business

No Other Business.

There being no further business to come before the Board, **Joshua Bell moved to adjourn at 9:06 P.M.; Andrew Hufnagel seconded.**

VOTE AFFIRMATIVE 5 MOTION CARRIED

Minutes respectfully submitted by Linda H. Grant.

Dennis C. Pike - Secretary