

FARMINGTON BOARD OF SELECTMEN

*****SPECIAL MEETING*****

Tuesday, January 7, 2020

6:30 P.M.

Chairman Joshua Bell called the meeting to order at 6:30 P.M. with the following members present: Stephan Bunker, Michael Fogg, Matthew Smith, and Scott Landry. Town Manager Richard Davis, Town Secretary Nancy Martin, Treasurer LucyAnn Cook, Code Enforcement Officer J. Stevens Kaiser, Police Chief Jack Peck, Fire Rescue Chief Terry Bell, Acting Fire Rescue Chief Timothy A. Hardy, Captain Timothy D. Hardy, Deputy Chief S. Clyde Ross, Parks & Recreation Director Matthew Foster, Public Works Director Phil Hutchins, Budget Committee member Judy Murphy, and members of the press were also in attendance.

ITEM 1: Pledge of Allegiance to the Flag

Chairman Joshua Bell led those present in the Pledge of Allegiance to the Flag.

ITEM 2: To Review the Following Proposed 2020 Departmental Budgets:

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| A) Treasurer / Clerk | M) Recycling |
| B) Cemeteries | N) Administration |
| C) General Assistance | O) Committees & Events |
| D) Assessing | P) Municipal Building |
| E) Code Enforcement | Q) T.A.N. |
| F) Police | R) Other Protections |
| G) Fire | S) Debt Service |
| H) Parks & Recreation | T) Legal Reserve |
| I) Community Center | U) ADA Reserve |
| J) Public Works | V) Contracts/Public Services |
| K) LORAP | W) Outside Agencies |
| L) Five Year Road Program | |

Richard Davis handed out numerous updated spreadsheets, pointing out that the updates are highlighted on the Appropriations Summary sheet. Mr. Davis stated that there was an overall increase over 2019 of \$383,696 or 6.27%.

A) Treasurer / Clerk

Treasurer LucyAnn Cook reviewed the proposed 2020 Treasurer/Clerk budget in the amount of \$290,030, which is an increase over 2019 of \$27,614, or 10.52%. She explained the increases in the Elections, Personnel/Expenses, Legal, Contractual Services and Computer Equipment line items.

B) Cemeteries

Treasurer LucyAnn Cook reviewed the proposed 2020 budget in the amount of \$95,722, which is an increase from 2019 of \$3,740, or 4.07%. She explained the increases in the Tools and Light Equipment, Personnel/Expenses, and Contractual Services line items. This is the first year the Town will contract out grave digging services, Ms. Cook explained that Cemetery Sexton Ed Vining has hand dug the graves for over forty years. Mr. Davis stated that the Town would hire a mini excavator to dig the graves, and the grave corners will be square off by hand.

C) General Assistance

Town Manager Richard Davis reviewed the proposed 2020 General Assistance budget in the amount of \$25,000, which is the same amount as budgeted in 2019.

D) Assessing

Town Manager Richard Davis reviewed the proposed 2020 Assessing budget in the amount of \$128,240, which is a decrease from 2019 of \$20,864, or -13.99%. Mr. Davis explained the Assessing budget is based on the Town's contract with John O'Donnell and the contributions to the future tax revaluation reserve.

Q) T.A.N.

Treasurer LucyAnn Cook reviewed the proposed 2020 T.A.N. budget in the amount of \$5,000, which is the same amount as budgeted in 2019.

E) Code Enforcement

Code Enforcement Officer Steve Kaiser reviewed the proposed 2020 Code Enforcement budget in the amount of \$160,688, which is a decrease from 2019 of \$449, or -0.28%. Discussion included: digitizing documentation, and application/license/permit fees.

F) Police

Police Chief Jack Peck reviewed the proposed 2020 Police Department budget in the amount of \$1,399,782, which is an increase over 2019 of \$5,807, or 0.42%. Chief Peck explained the increases in the Uniforms & Uniform Maintenance, Books & Periodical, Contractual Services, Vehicle Reserve, and Vehicle & Equipment line items, as well as the decrease in the Personnel/Expense line item. Discussion included: Staffing issues and hiring practices, officer retention, and recent vehicle purchases.

G) Fire Rescue

Acting Fire Chief Timothy A. Hardy reviewed the proposed 2020 Fire Rescue Department budget in the amount of \$805,714 which is an increase over 2019 of \$270,491, or 50.54%. Acting Fire Chief Hardy explained the increase in the Personnel/Expenses, Clothing/Apparel, Reserve Account, and Vehicle Maintenance line items. Discussion included: after hour coverage 7:00 P.M. – 7:00 A.M., proposed staffing increase, adjusted shift rotation, call response times, the department's vehicle replacement schedule, and the Reserve Account balance.

H) Parks and Recreation

Parks and Recreation Director Matthew Foster reviewed the proposed 2020 Parks and Recreation Department budget in the amount of \$193,564, which is an increase over 2019 of \$10,718, or 5.86%. He explained that the majority of the increase is in the Part-time/Seasonal line item due to the minimum wage increase. Discussion included: the current condition of the 2002 Dodge truck, equipment repair, and replacement schedule.

I) Community Center

Director Matthew Foster reviewed the proposed 2020 Community Center budget in the amount of \$137,787, which is an increase over 2019 of \$7,006, or 5.36%. He explained the increase in the Personnel/Expenses, and Building Repair/Maintenance line items. Discussion included: the 23.08% savings from installing LED lights, and the need for a healthy balance in the Reserve Account.

The Board took a brief break 8:15 P.M. The meeting resumed at 8:20 P.M.

J) Public Works

Public Works Director Philip Hutchins reviewed the proposed 2020 Public Works budget in the amount of \$1,385,097, which is an increase over 2019 of \$9,940, or 0.72%. He explained that increase in the Personnel/Expenses, Overtime, FICA/Medicare, and Retirement line items. Discussion included: the need for new bucket loader, contingency road maintenance repairs, Equipment Reserve projects, improving the heating system in the Public Works building, and equipment rental.

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

Town Manager Richard Davis reviewed the proposed 2020 L.O.R.A.P. budget in the amount of \$158,780, which is the same as 2019. Mr. Davis explained that this budget amount comes from the State.

L) Five Year Road Program

Public Works Director Philip Hutchins reviewed the proposed 2020 Five Year Road Program budget in the amount of \$270,000, which is the same as 2019. He and Town Manager Richard Davis explained the 2020 road projects that will be funded from this line item. Discussion Included: Perham Street, Clover Mill Road, Titcomb Hill Overlay, and sidewalk repairs/winter maintenance.

M) Recycling

Public Works Director Philip Hutchins reviewed the proposed 2020 Recycling budget in the amount of \$132,212, which is an increase over 2019 of \$31,556, or 31.35%. He explained the increases in the Personnel/Expenses and Contractual Services line items. Discussion included: revenue from fees and the composting project.

N) Administration

Town Manager Richard Davis reviewed the proposed 2020 Administration budget in the amount of \$254,397, which is a decrease from 2019 of \$13,889 or -5.18%. He explained the decrease the Personnel/Expense line item.

O) Committees & Events

Town Manager Richard Davis reviewed the proposed 2020 Committees and Events budget in the amount of \$7,800, which is an increase over 2019 of \$500 or 6.85%. He explained the increase in the Special Projects line item is for Town promotional opportunities, of which there seems to have been an increase in this past year. Discussion included: Meeting House Park WWII Memorial revitalization and community support.

P) Municipal Building

Town Manager Richard Davis reviewed the proposed 2020 Municipal Building budget in the amount of \$73,048, which is a decrease from 2019 of \$11,787, or -13.89%. He explained the increase in the Personnel/Expenses, Municipal Building Housekeeping, Municipal Building Equipment, and Capital Outlay Reserve Account. Discussion included: parking lot, building maintenance, fuel cost, Capital Outlay Account, and interest rates on reserve accounts.

R) Other Protections

Town Manager Richard Davis reviewed the proposed 2020 Other Protections budget in the amount of \$547,037, which is an increase over 2019 of \$2,382, or .44%. He explained the increase in Insurances, no increase in Traffic Light Maintenance, and the decrease in the Street Lights and Ambulance Service line items.

