

**FARMINGTON BOARD OF SELECTMEN'S
MEETING MINUTES
FEBRUARY 3, 2003
(Public Session)**

Attendance: Chairman John Fitch, David Hall & Gerald McCarthy
Staff: Ernest M. Creveling, Town Administrator

The meeting convened and was called to order at 12:15 p.m. by Chairman Fitch.

Emergency Mgmt. Director Appt.

Ernie said last week he and the Code Enforcement Officer, Paul Charron and Health Officer, Deb Lee met to discuss inoculation plans in the event of an emergency. He said if disease or infection threatens outside NH the inoculations must occur within ten days and if within NH, then they must occur within five days. Ernie said Deb Lee is more than willing to accept the appointment of Emergency Management Director. He said he feels she is very qualified to accept this responsibility.

Ernie then reviewed the Emergency Response Plan, noting the CEO, Health Officer (HO) and he have made some additions and/or clarifications to the plan. He said when the need arises to mobilize a command center, Deb's responsibility as the Emergency Management Director, begins. He said it would be the responsibility of the Town Administrator for the mobilization of communications. Ernie noted there are many supplies which are needed for emergency response plans, some of which the Town already has. He said the Town doesn't have some items such as: portable area lighting, and would need to address/purchase them, in order to comply with the needs of the response plan. David wondered if some things could be obtained through the military and Ernie said he is unsure and would have to check. Both Ernie and Gerry said there would be grant monies available through the Department of Homeland Security.

Ernie said the Town Administrator, the Board of Selectmen and the Emergency Management Director are the three integral heads of the response plan. He said the responsibility of the department heads would be to have someone from their department appointed as building directors for the respective Town buildings. Ernie asked about police radios and antennas, wondering if the Town would have the capability to communicate in the event of an emergency/catastrophe. The Selectmen said they didn't know. John suggested the Town of Farmington establish their own radio tower service. Ernie wondered if the Town could communicate with the digital police radios versus the analog radios of the highway and W/WW depts.. David said the radios could be switched over from digital to analog, which should permit continued communication. Ernie said he didn't believe this would be possible if the communication tower service becomes unavailable. The Board said in this instance they were unsure if communication would be possible.

David then asked about the elderly folks of the Town, such as those living in subsidized housing, wondering how they will be assisted in the event of an emergency. Ernie said there would need to be additional meetings in order to ensure an adequate response plan is in place. He said regarding the general list of post-action response, he has listed the elderly on the plan and he; the CEO and the HO have also added a few necessary assessments such as a public system assessment, water assessment and structural assessment. David asked if there would be any way to get the military in to secure an emergency site and Ernie said this issue did arise, particularly in light of the current possibility of war with Iraq. He said Deb Lee suggested appointing some individuals for training purposes. Ernie said coordination with the school system and other neighboring municipalities is also necessary. He said regarding a bomb threat, the plan has a form for answering a bomb threat or a threatening phone call. Ernie said regarding biological or chemical warfare, the response plan has not yet fully reviewed and addressed this possibility. He then asked about key personnel for disaster notification, noting he isn't going to post the Selectmen's cell phone numbers, since this document will be made public shortly. Ernie said if the Board doesn't have any objections to the Emergency Response Plan they can vote to adopt it today.

Gerald McCarthy made a motion to appoint Deborah Lee as Emergency Management Director for the Town of Farmington. David Hall seconded the motion. Gerry said he wasn't ready to approve the Emergency Response Plan yet and would like more time to review it further. The vote was: John-yes, David-yes & Gerry-yes. The vote was unanimous and the motion to appoint Deborah Lee as Emergency Management Director passed.

Discussion ensued regarding compensation to Deb Lee as the Health Officer. David said the Selectmen could revisit the response plan at the next meeting. **John Fitch made a motion to accept the Town of Farmington Emergency Response Plan.** David said he doesn't have a problem accepting and adopting the plan as presented, but he does have concerns regarding addressing the issues of the elderly in the event of an emergency. Ernie said the Board could add addendums to the plan. **David Hall seconded the motion and the vote was: John-yes, David-yes & Gerry-no. The vote was two to one and the motion to accept and adopt the Farmington Emergency Response Plan, as presented, passed.**

Gerald McCarthy motioned to pay the Emergency Management Director \$150.00 a month for this responsibility. David Hall seconded the motion. Discussion ensued. John asked what happens if the Health Officer becomes tied up with her responsibility as a health care provider, during an emergency. The Selectmen discussed with Ernie their concern about Deborah Lee being a health official (nurse) at a local hospital, wondering about this responsibility conflicting with her work at the hospital. Ernie said Deb brought this issue to his attention. **The vote was John-yes, David-yes and Gerry-yes. The vote was unanimous. The motion passed.**

Consideration of Warrant Articles

Ernie said the Fire Dept. petition warrant articles, #'s 17-19 still do not have a sufficient number of registered voter signatures. The Selectmen reviewed Article#17, which is for the purchase of a new ambulance. John said the old ambulance has 70,000 miles on it. Discussion then ensued. John said according to the two Farmington Highway Dept. mechanics, a new ambulance isn't needed and he thinks the Farmington Fire Rescue Dept. has an audacity to suggest in the warrant article that the old ambulance be sold, which he said is at the discretion of the Board of Selectmen. Ernie said the issue is the lack of communication and insufficient requests for service on behalf of the Fire dept. He said the new and old ambulances merely need to be rotated weekly. David asked about the maintenance record for both vehicles. Ernie said he doesn't believe there are any serious issues with either ambulance. David said he's not in favor of Article # 17. **David Hall made a motion for the Board of Selectmen not to support Article #17, as presented by the Fire Dept. Gerald McCarthy seconded the motion.** Gerry then said the Town is already scheduled to buy a new ambulance in two years, so there is really no need for this article. David agreed with the department's need to consider weekly rotation of the two ambulances. **The vote was: John-yes, David-yes & Gerry-yes. The vote was unanimous. The motion for the Board of Selectmen not to support Article #17 passed.**

The Board then proceeded to review Article# 18. Ernie said the CIP already makes allowances for a new ambulance purchase in the year 2005. He said this article merely serves to circumvent the existing CIP.

Gerald McCarthy made a motion not to support Article # 18. David Hall seconded the motion and the vote was: John-yes, David-yes & Gerry-yes. The vote was unanimous and the motion for the Board of Selectmen not to support Article # 18 passed.

The Selectmen moved on to review petition warrant article # 19. Ernie said this is for the creation of a Special Revenue fund to pay the salary and benefits for two new EMT personnel for the Fire Dept. Ernie said the petitioners do not seem to understand that the ambulance revenue is not available monies. He said using the money from this revenue fund creates a "hole" in the general fund. He said this gives an inaccurate picture that this revenue is currently available, which it is not. John said he feels the EMT's should be qualified as firefighters too, not just for ambulance response. Discussion then ensued regarding the ambulance response and supposed requirements for appropriate staffing. Ernie said he has a draft RFP for emergency services, which the Board of Selectmen could utilize to obtain pricing for optional ambulance/EMT coverage. Gerry said he's not in favor of this, but he feels the Selectmen could draft a new article, since the Board of Selectmen will consist of five members after Town Meeting, to hire a permanent Fire Chief, trained as a firefighter and EMT and then hire one other EMT/firefighter, elected by the Farmington Fire Rescue Dept. John said he doesn't believe the townspeople will "go for this". David said he'd like confirmation of the State requirement for two EMT's and one First Responder, merely to make an emergency transport. Ernie said the article would not have a fiscal impact this year anyway. He said the Board would have a year to interview a qualified applicant and to budget for. Ernie went on to say the appointment of a full time hired Fire Chief would increase accountability and fiscal responsibility of the Fire department. He said he would provide an RFP with three different cost structures for the Board's

review. Gerry said he thinks it would be cheaper not to even have Town-owned ambulances. John agreed with Gerry. Discussion then ensued regarding hiring outside services. Gerry asked if the warrant would be "off the Town Meeting floor". **David Hall motioned not to support Article #19. Gerald McCarthy seconded the motion and the vote was: John-yes, David-yes & Gerry-yes. The vote was unanimous and the motion passed for the Board of Selectmen not to support Article #19.**

The Selectmen then reviewed Article #2. Ernie said this is to bring the provision for an SB-2 form of Town government. Gerry said the school has a petition warrant article for SB-2 on their warrant too. He said there's no Town meeting with SB-2 town government, only a deliberative session, prior to voting, which avoids surprises or reconsideration on the Town Meeting floor with an SB-2 form of government. He said he feels the Board of Selectmen should be in support of this particular article. Ernie said the SAU Business Manager would discuss with the school board for coordination of this process for both SB-2 articles.

Other Business as May Come Before the Board

Ernie then asked the Selectmen to check out the Town's web page. He said he has made some recent additions, noting he will be teaching the Admin. Asst. Lynn Seaboyer to input the agendas, minutes, etc. onto the web page.

He then reminded the Board they need to perform his evaluation and added the Selectmen need to meet with Town Moderator, Tom Huse to discuss the warrant articles, particularly if any personnel issues arise. The meeting adjourned.

Respectfully submitted,

Lynn C. Seaboyer
Admin. Asst.

APPROVED

Chairman John Fitch

David Hall

Gerald McCarthy