

**TOWN OF FRANCESTOWN**  
OFFICE OF SELECTMEN  
27 MAIN STREET • P.O. BOX 5  
FRANCESTOWN, NEW HAMPSHIRE 03043-0005  
**BOARD OF SELECTMEN MEETING MINUTES**

**December 17, 2012**

Selectmen Present: Betsy Hardwick, Scott Carbee, and Abigail Arnold

Also present: None.

**CALL TO ORDER:** Betsy called the meeting to order at 6:00

**MOTION:** Betsy made a motion to enter nonpublic session seconded by Scott pursuant to RSA 91-A:3, II (a) personnel.

Roll Call vote to enter nonpublic session:	Betsy Hardwick	Aye
	Scott Carbee	Aye
	Abigail Arnold	Aye

The meeting room was cleared and the Board entered nonpublic session at 6:01 p.m.

At 7:00 p.m. the Board returned to public session having decided to seal the minutes having voted by a vote of 2/3's or greater of the members present to not disclose the minutes and decisions reached therein to the public, as divulgence of the information discussed likely would affect adversely the reputation of any person other than a member of the public body itself, until – in the opinion of a majority of the members – the aforesaid circumstances no longer apply.

Returned to public session at 7:00 PM

Also present: Fire Chief Larry Kullgren, Firewards Dick Leavitt, Brian Delahanty, Aaron Eder-Linell, and David Hanlon, Lisa Bourbeau, Charlie Pyle, Polly Freese, John Rosamond, and Jennifer Rosamond

**Appointments**

1. Firewards – There was a discussion about the increases to the dispatch, salary, and apparatus maintenance budget lines. Mike stated he thought down the road gas cards may make sense to recognize and financially assist the volunteer firefighters. There were discussions about necessary building maintenance on the Fire Station.

## **New Business**

1. St Jean Auctioneers contract for the auction for Condo Unit 11 on January 12<sup>th</sup>. The Board authorized Betsy to sign the agreement. There was a discussion about auctioning the tax deeded property on East Road.
2. Reconciliation Summary for November
3. Memo from Mike regarding budget performance through November
4. Scott stated we had received a proposal for pruning and clean up of the sugar maples on the Town Hall and Old Meeting House Commons – the Board agreed to go forward with this.

## **Correspondence**

1. Email from Don Jutton about extending the contract with MRI for administrative services through Town Meeting 2014.

**MOTION:** Abigail made a motion to not extend the contract with MRI, seconded by Scott. All in favor.

2. Weekly administrative report
3. Email from Pat Nelson complimenting the Board on the letter they sent out to all residents regarding the bridge closure situation
4. Email from Lisa Bourbeau regarding performing an analysis prior to purchasing a road grader
5. Email from the ConVal School District regarding preliminary Town contribution information
6. Email from DRA regarding changes to the timber tax procedures
7. Weekly report from Chief Bell

## **Items to Sign**

The Board authorized payroll on December 24<sup>th</sup> and December 31<sup>st</sup>

1. Payroll Manifest for 12/17/2012
2. Payables Manifest for 12/17/2012
3. Request for reimbursement from capital reserve funds for Warrant Article 5
4. Request for reimbursement from capital reserve funds for Warrant Article 7
5. Request for reimbursement from capital reserve funds for Warrant Article 9
6. Request for reimbursement from capital reserve funds for Warrant Article 8

**MOTION:** Betsy made a motion to encumber the funds for warrant article 5 to 2013. Seconded by Scott. All in favor.

7. Request for reimbursement from capital reserve funds for Warrant Article 4
8. Yield tax for Map 3 Lot 4
9. Yield tax for Map 6 Lot 44
10. Yield tax for Map 3 Lot 41
11. Letter to the Trustees of Trust funds to accompany the check for the deposits into the capital reserve funds
12. Electrical permit for Map 2 Lot 26

### **Old Business**

There was a discussion with Charlie Pyle about Francestown Improvement & Historical Society paying a share of the utilities at the Town Hall Annex. Charlie stated that the lease states FIHS would pay 64%, however in 2001 that was changed by the Board of Selectmen to 40%. Charlie stated that the 40% amount was based on having a curator when the building got more use. His proposal is to pay 40% for the years when there was still a curator and lower percentages for the years when there was no curator and the building got much less use. Charlie stated his hope was to make the payment in 2013.

John Rosamond from the Scoby Pond Preservation Society – he stated he had spoken to the Department of Environmental Services and they had suggested we go out to bid in October. There was a discussion about the scope of work projected for next year. The DES reviewed the bids we received and selected ACT as the lowest bidder. The Town received a grant of a 40% match level. John stated he was asking the Board to authorize him to inform the bidder that they have been selected to do the work. There was a discussion about using hand-picking rather than chemical treatment.

Mike outlined for the Board the budgets that he put together. There was a discussion about some of the recommended increases and decreases in the Executive budget. Mike stated he had broken out the projected payroll hours for the current use update in the Revaluations budget and did not decrease the Executive payroll. He felt this made it easier to track the expense of the current use update and will allow the administrative office to not get behind on other projects. There was a discussion about the need to budget for something for Tax Map Updates since they always seem to come up during the year. There was a discussion about if we needed to add a phone line at the heritage museum for the alarm and it was agreed that we did not. There was a discussion about some of the projects that would be covered by the Building Repair/Service line. There was a discussion about the costs for the alarm system. Mike stated he has not yet done a lot of work on the electricity and the heating figures.

Charlie stated he thought the Town's media efforts had been positive regarding the bridges.

**NEXT BOARD OF SELECTMEN MEETING:** Thursday December 27 at 9 a.m.

**ADJOURNMENT:** Betsy adjourned the meeting at 8:30

Respectfully Submitted by Michael Branley

Approved on January 2, 2013

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Board of Selectmen Chair Betsy Hardwick

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Selectman Scott S. Carbee

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Selectperson Abigail Arnold