

# TOWN OF FRANCESTOWN

OFFICE OF SELECTMEN

27 MAIN STREET • P.O. BOX 5

FRANCESTOWN, NEW HAMPSHIRE 03043-0005

## BOARD OF SELECTMEN MEETING MINUTES

**July 23, 2012**

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

Also present: Maureen VonRosenvinge, Steve Griffin, Tom Anderson, Lisa Bourbeau, B. J. Carbee.

**CALL TO ORDER:** Betsy called the meeting to order at 7 PM.

### **New Business**

1. Maureen VonRosenvinge (Heritage Commission) – The Heritage Commission has unanimously decided to recommend Dodgco over PGR for the Town Hall trusses. The main reason is that PGR does not have any experience working with trusses and most of their experience is with newer construction (as opposed to historic). Rather than being paid in thirds before, in the middle, and at the end of the project Dodgco stated they would prefer to be paid after each truss. The Board agreed unanimously to authorize Dodgco, through separate contracts for each of the trusses. Maureen indicated that she hopes that the small overage on the project will be done through grants and/or donations.
2. Tree hazard on King Hill Road – the Board discussed if this tree presented an imminent hazard and agreed unanimously that it does. They also agreed that another nearby tree was an imminent hazard. They authorized Road Agent Paige to deal with them how he saw fit.
3. The Board agreed to authorize the repair of the cribbing in the basement of the Old Town Hall. They also authorized the Heritage Commission to give tours of the first floor of the Old Town Hall on Labor Day.
4. Financial Statements – The Board discussed a few questions they had about the draft management discussion letter. Abigail and the Mike will follow up regarding # 29 (policy regarding the chronology of applying restricted and unrestricted resources)

## **Old Business**

1. Transfer Station Gate – Scott is still waiting to hear back from Sharon at Cheshire Fences.
2. Tax Deeded Condo Units – the notification letters were sent out on 6/27; one came back undeliverable and the other contacted the Town to clarify what the amount owed was. The Board agreed to have Mike touch base with St. Jean's auctioneer who was recommended by Town Council in the case that the properties are not repurchased. Mrs. Carbee asked about the parcel of land that the Town had taken through tax deeding approximately a year ago. The Board discussed the possibility of auctioning that property as well but made no decisions.
3. Current Use Update – Cross Country Appraisal's initial estimate was \$12,000; Jim Rice had said that the Town could pay Cross Country Appraisal a minimum of \$4,000 and do most of the work with office staff. Jim is now saying that that is not an option, however it would make more sense to do the update next year to coincide with the Town full revaluation. Office Assistant Wendy Brien-Baker told Abigail that she has experience doing a current use update in Hillsborough and thinks that the existing staff should be able to do the work. No decisions were made.

## **Correspondence**

1. Interim Administrative Coordinator Michael Branley informed the Board that he had spoken to Attorney Robert Upton at Upton & Hatfield regarding the PSNH Abatement for the utility poles. Atty. Upton was not sure whether the Selectmen had officially denied the abatement request or not, however inaction constitutes a denial so unless the Board approved the abatement it was effectively denied. PSNH has until September 1<sup>st</sup> to appeal the abatement, at which time we will get more information.
2. Letter from Senator Shaheen's Office.
3. Letter from DOT regarding the Town's portion of the Highway Block Grant, which is decreasing.
4. Scoby Lake waster test results were received and came back within acceptable levels.
5. Correspondence received from Lisa Bourbeau regarding appointment of Kay Anderson as Town Health Officer was read by Chair Hardwick.
6. Correspondence received from Kay Anderson regarding her appointment as Town Health Officer was read by Chair Hardwick. Abigail stated that the Board had

recommended Kay Anderson for Deputy Health Officer at their last meeting however the position coming open is actually the Town's Health Officer. Scott stated that he had spoken to Linda Compton and she is interested in the position. There was a discussion of whether the Health Officer position should be reposted or not.

**MOTION:** Scott made a motion to put the process on hold awaiting more information, no second.

Tom Anderson was recognized and gave the Board a document with Kay Anderson's nursing license number from the state. Mrs. Bourbeau expressed her dissatisfaction with the Board's decision. A majority of the Board agreed to preserve its action from last week regarding appointing Kay Anderson as the Town Health Officer.

7. A letter was received from Hillsborough County regarding the county budget.
8. The Board reviewed a memo from Primex regarding the fire truck insurance claim.

### **Items to sign**

The Board signed the following items:

1. Cemetery Plot Deed for Teresa Hardwick
2. Building permit for demolition at Map 5 Lot 47-1
3. Building permit for a deck at Map 5 Lot 66
4. Notice of Intent to cut at Map 8 Lot 74 (Shattuck Town Forest)
5. Payroll manifest from 7/23/12
6. Payables manifest from 7/23/12
7. Payables manifest from 7/18/12
8. Liability check from 7/9/12

Steve Griffin gave the Board a picture of a FairPoint sign on a telephone pole, Mike will look into whether PSNH is aware that FairPoint is doing this and report back.

**MOTION:** At 8:00 PM Betsy made a motion to ender nonpublic session pursuant to RSA 91-A:3, II (c) reputation of someone other than a Board member.

<b>Roll Call Vote to</b>	Betsy Hardwick	Aye
<b>enter nonpublic session:</b>	Scott Carbee	Aye
	Abigail Arnold	Aye

**So Moved. The Board entered nonpublic session.**

**MOTION:** At 8:15 Betsy Motion to leave nonpublic session and return to public session by Betsy, seconded by Scott. All in favor.

Public Session reconvened at 8:15.

**MOTION:** Abigail made a motion, seconded by Betsy to seal the nonpublic minutes regarding personnel and an abatement request because it is determined that divulgence of this information likely would affect adversely the reputation of a person other than a member of this Board.

<b>Roll Call Vote to seal minutes:</b>	Betsy Hardwick	Aye
	Scott Carbee	Aye
	Abigail Arnold	Aye

The Board decided to revisit Municipal Resources's interim administrative services on August 13<sup>th</sup> and at that time will discuss what they want to do with the Administrative Assistant position.

**NEXT BOARD OF SELECTMEN MEETING:** The Board will next meet on July 30<sup>th</sup> at 7 PM.

**ADJOURNMENT:** The meeting adjourned at 8:20 PM.

Respectfully Submitted by Interim Administrative Coordinator Michael Branley

Approved on July 30, 2012

---

Board of Selectmen Chair Betsy Hardwick

---

Selectman Scott Carbee

---

Selectperson Abigail Arnold