

TOWN OF FRANCESTOWN

OFFICE OF SELECTMEN

27 MAIN STREET • P.O. BOX 5

FRANCESTOWN, NEW HAMPSHIRE 03043-0005

BOARD OF SELECTMEN MEETING MINUTES

July 30, 2012

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

Also present: Senator Bob Odell, B.J. Carbee, Lisa Bourbeau, Tom Anderson, Ashley Saari from the Monadnock Ledger Transcript, and Judi Miller.

CALL TO ORDER: Betsy Called the meeting to order at 7 PM

Appointments

1. Senator Bob Odell from Lempster. He represents the new 8th district which Francetown is now in after the state senate districts were redrawn. He presented the Board with a map of the district and gave a brief overview of the changes. He presented the Board with a brief biography of himself. Senator Odell then discussed with the Board the Fiscal Committee's review of the Crotched Mountain conservation easement. The state fiscal committee had voted to table the grant however it will brought back up again in September. Betsy said that she supported this conservation easement. Abigail agreed, stating that it was very important to the Town. B.J. Carbee asked how much of the acreage of the easement is physically in Francetown; Abigail estimated a few hundred acres. Scott stated there had been a lot of press in the papers about this issue. The Board stated that they thought the easement had already been resolved and they strongly support this easement. Senator Odell departed around 7:20.

New Business

1. Fund Balance Policy – the Board reviewed the draft policy put together by Mike. He stated it that fund balance policies are fairly standard and highlighted the major components.

MOTION: Betsy made motion to accept the draft fund balance policy as written, Abigail seconded, all in favor. Motion passes.

2. Draft Management Representation Letter to the auditor – The Board accepted and signed the Management Representation Letter
3. The Board reviewed the reconciliation reports from the Treasurer

Old Business

1. Transfer Station Fence – Scott presented to the Board the estimate from Cheshire Fence for the requested changes to the fence, which will cost approximately \$1,800. Abigail stated she would live with the fence how it is. Betsy agreed that the fence is fine as is for now. No action taken.
2. Tax deeded condos – the Board has received the information from St. Jean's Auctioneers. The Board agreed to go with St. Jean's with an absolute auction and authorized Betsy to sign the letter engaging St. Jean's. Mike will follow up with St. Jeans and put together a calendar laying out when the auction can be held.

Correspondence

1. Weekly Administrative update
2. Jason St. Cyr has achieved the status of Senior Roads Scholar, the third of the four levels in the Roads Scholar Program
3. George Morgan Jr. has achieved the status of Roads Scholar Two, the second of the four levels in the Roads Scholar Program
4. Pamphlet from the Community Church of Francestown, including information about their new pastor
5. Letter from NH DRA recommending that all owners should post a timber tax bond unless they own property in Francestown and are not delinquent on their taxes
6. Letter from Tax Exempt Lease Corporation regarding their interest in providing financing for future town purchases
7. Letter from the Heritage Commission to the unsuccessful bidder on the Old Town Hall Truss work
8. Proposal from the Local Government Center regarding them recruiting a new Town Administrator – the Board is planning to revisit this issue on August 13th.
9. Email from Tim Greene (Auditor) regarding the Town's lack of a fund balance policy, which has been addressed

Items to Sign

1. Payables manifest for 7/30
2. Payroll manifest for 7/30 – Abigail stated the new health insurance rates go into effect next week and the changes have been made in QuickBooks
3. Management Representation Letter
4. Letter of Engagement with St. Jean's Auctioneers

Approval of Minutes

1. July 23, 2012 – The Board approved the minutes as amended
2. July 16, 2012 – The Board approved the minutes as written
3. July 9, 2012 – The Board approved the minutes as written
4. July 2, 2012 – The Board approved the minutes as amended

5. June 20, 2012 – The Board approved the minutes as amended
6. June 11, 2012 – The Board approved the minutes as amended
7. June 18, 2012 – The Board approved the minutes as amended

MOTION: At 7:55 Betsy made a motion to enter nonpublic session pursuant to RSA 91-A:3, II(c) reputation of someone other than a Board member, seconded by Scott.

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

So Moved. The Board entered nonpublic session.

MOTION: At 8:10 Scott made a Motion to leave nonpublic session and return to public session, seconded by Abigail. All in favor.

Public Session reconvened at 8:10 PM.

MOTION: Scott made a motion, seconded by Betsy, to seal the minutes 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.

Roll Call Vote to seal minutes:	Betsy Hardwick	Aye
	Scott Carbee	Aye
	Abigail Arnold	Aye

So Moved. The minutes will be sealed.

Betsy asked for an update regarding the letter to Crotched Mountain Builders accepting their bid for the Town Hall Annex roof. Mike said that he was unable to find the accepted bid and had requested that CMB resend us their bid before sending them a letter.

Transfer station fence – Scott stated that there may be an alternative way to fix the fence without spending the \$1,800. The Board will think about other possible options.

NEXT BOARD OF SELECTMEN MEETING: On August 6 at 6:30.

ADJOURNMENT: The Board of Selectmen adjourned at 8:20 PM.

Respectfully Submitted by Interim Administrative Coordinator Michael Branley

Approved on August 13, 2012

Board of Selectmen Chair Betsy Hardwick

Selectman Scott Carbee

Selectperson Abigail Arnold