

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

August 20, 2012

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

Also present: BJ Carbee

CALL TO ORDER: Betsy called to order at 6:30.

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

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| 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 6:30 p.m.

At 6:55 the Board returned to public session having decided not to seal the minutes.

Also present: Maureen VonRosenvinge, Lisa Bourbeau, BJ Carbee, Judi Miller, Wendy Brien-Baker, and Tom Anderson.

The Board briefly discussed how their paper is organized in their folders.

The Board briefly discussed the water issue in the basement of the Town Offices. Road Agent Gary Paige told Betsy that there is definitely sign of water coming in at the chimney as well as around the west end foundation. Scott will speak with Mark about doing the work to rectify the chimney issue. Betsy will speak to Gary regarding what the best course of action is related to foundation.

Appointments

1. Maureen VonRosenvinge - the Heritage Commission has an RFP for the architectural work for the Town Hall through the LCHIP grant, due by noon on Friday. Francestown did not receive the "Moose Plate grant," but Maureen will try to find out what we can do to improve our request next time. Maureen will be giving tours of the Old Town Hall at 11AM and 1PM on Labor Day. Heritage Commission records are missing from where they were stored in a filing room downstairs in the Town Offices. Maureen has received

contracts from Glenn Dodge for each truss in the old Town Hall and she presented the contracts to the Board to review them. Work will not begin on the trusses until after Labor Day.

New Business

1. Assessing Contract – Mike spoke to the Board about the fact that the Town's contract with Cross Country Appraisal expires at the end of the year. He and Wendy discussed the advisability of periodically going out to bid for services such as assessing, even if the Town is relatively happy with the service, to see if we may be able to find a better value. He said the Town might also consider looking for a contract with a term of longer than one year, which gives consistency of values and may also result in a cost savings. He also said there may be ways to save money by joining our purchasing power and going out to bid with other Towns. There was general discussion about when the last revaluations and full measure-and-list was done. The Board agreed to consider what direction and level of service they would like in their next contract and Mike will contact other towns to see if there is any interest in coordinating.

Administrative Update

1. Condo Unit Rental Agreement– after a brief discussion, the Board authorized Mike to sign rental agreement with the current tenants in Unit 11. Mike stated we are still awaiting word from Town Counsel regarding the need to do an inspection.

New Business continued

2. Board declared tree on Gerrish Road near Betty Behrsing's residence an imminent hazard and authorized Gary Paige to take care of it.

Old Business

1. Betsy presented the Board a letter from the attorneys at LGC stating the Board does not need to go through a recruiting process for the Administrative Assistant position. The Board will meet with Don Jutton from MRI at 7 PM on 8/27.
2. Russell Station Bridge – Betsy stated that Gary had discovered vandalism under the bridge and the Police Department was alerted.
3. Paving at Pleasant Pond Road is scheduled for this week.
4. The Board will meet with the Road Agent on 9/10.
5. The Board will meet with the Budget & Advisory Committee on 9/17.
6. The Board will not meet the week of Labor Day. The Board authorized payment of payroll and payables for the week of Labor Day.

Correspondence

1. Report on Scoby Pond – everything within acceptable limits.
2. Email from Tom Anderson clarifying his Right-to-Know request from 8/13 regarding Francestown Police Department calls for service.
3. The Board authorized Wendy to go to the LGC Basic Accounting class.
4. The Board authorized Mike or Wendy to go to the Primex human resources training.
5. Letter to Crotched Mountain Golf Course regarding their permitting. Abigail informed the Board regarding her discussion with Dan O’Grady.
6. Letter from e-911 regarding a street name and number issue. Mike will follow up with the Emergency Management Director.
7. Letter from the Fire Company regarding their request for funds from all property owners in Francestown.
8. Email from insurance brokers – the Board authorized Mike to look into other options for insurance.
9. Letter from DES regarding trainings around the state they will be holding.

Scott wondered when construction on the cell tower was starting. A brief discussion of Town Counsel’s fees ensued.

Scott said at some point we need to figure out who is in charge of maintenance at Bixby Dam Pond. Scott will speak to the TJ Jarest yard services regarding taking care of the vegetation. Betsy will talk to Gary about the wash-outs.

Items to Sign

1. Payroll Manifest for 8/20.
2. Payables Manifest for 8/20.
3. Payroll Manifest for 8/14.
4. Rental Agreement for Condo Unit – The Board decided to authorize Mike to sign this.
5. MS 1, summary of Town valuation – the Board will review and will sign next week.
6. Land Use Change Tax forms for Everett Farm, Map 8 Lot 72-1 and Lot 72-2.
7. Abatement recommendation from Assessor Jim Rice for Map 8 Lot 2-1. The Assessor recommends that the Board deny the abatement because it was submitted late. The Board denied the abatement.
8. Fund Balance Policy – the Board signed the policy.

Approval of Minutes

The Board approved the minutes from 8/13 as written, with correspondence from Lisa Bourbeau attached.

NEXT BOARD OF SELECTMEN MEETING: August 27 at 7:00 PM.

ADJOURNMENT: Betsy adjourned the meeting at 8:15 PM.

Respectfully Submitted by Interim Administrative Coordinator Michael Branley

Approved on August 27, 2012

Board of Selectmen Chair Betsy Hardwick

Selectman Scott S. Carbee

Selectperson Abigail Arnold