

TOWN OF FRANCESTOWN

OFFICE OF SELECTMEN

27 MAIN STREET • P.O. BOX 5

FRANCESTOWN, NEW HAMPSHIRE 03043-0005

BOARD OF SELECTMEN MEETING MINUTES

August 27, 2012

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

Also present: Heather Ayers, Maureen vonRosenvinge, Charlie Pyle, Sarah Pyle, BJ Carbee, Tom Anderson, Lisa Bourbeau, Judi Miller, Don Jutton from MRI, Becky Moul, Heather Ayers, and others unknown to the minute taker.

CALL TO ORDER: 7:00 PM

Maureen vonRosenvinge requested that the Board sign a form giving her authority to sign for the LCHIP Grant for the Town Hall. Betsy signed for the Board. Maureen gave the Board an update regarding how the LCHIP grant is coming.

Betsy stated that the Tree deemed imminent hazard on Gerrish Road was cut down today.

Betsy stated that Bixby Dam washout has been repaired by the Highway Department.

Betsy said she discussed with Road Agent Paige the foundation problem on the west side of the Town Offices. He suggested hiring a building contractor to take a look at the problem. Scott stated he would talk to some contractors who may be able to look at it.

Appointments

1. Don Jutton from MRI – Don outlined for the Board the mindset around coordinating for CAMA assessing software. He outlined how MRI can host a Town on assessing software so the Town does not need to own the software. The Board asked if MRI does actual property appraisal and he stated that they also do have an assessing division. The Board asked Don about what other regionalization opportunities exist and he outlined a few, such as building/code enforcement, public works, police, and fire. The Board asked Don about MRI's recruitment services, and he briefly outlined the process. He stated that Francestown has the issue of location and pay that might make it challenging to recruit high quality, experienced candidates willing to relocate. The Board discussed the need to recruit someone new and the positives and negatives of doing a recruitment. Don also spoke to the Board about the benefits of reviewing the Town's financial management practices and internal controls. The Board asked him to send them a proposal.

Don left the meeting at 7:30.

2. Becky Moul from the Waste Disposal Committee – Becky asked who put up the no trespassing signs at the Transfer Station. Scott stated that because of trespassers he suggested that a sign be put up so the police would take notice. Transfer Station Attendant Heather Ayers stated it was both a liability and a safety issue and the Town's Primex representative agreed that putting up a sign is a good idea. Abigail stated that an inspector of transfer stations told her that having a sign is important. Becky suggested that the Town get a "friendlier" sign at the entrance and exit. Betsy suggested that the Waste Disposal Committee recommend to the Board new language for a sign. Becky stated she was disappointed that the Waste Disposal Committee did not find out about the signs before they were installed. Heather suggested that she could paint another sign. Becky will get back to the Board with a recommendation from the WDC after their next meeting.

Administrative Update

1. Mike stated that the Condo Association is trying to have a meeting in mid-September and requested that since the Town owns two of the Association's properties we send a representative or a proxy to participate. The Board will try to send someone.
2. Budget & Advisory Committee Finance Workshop – Mike stated that three members of the Budget & Advisory Committee had expressed interest in attending and wondered if the Town would be paying for their registration fee. Mike stated he thought three registration fees was not unreasonable, especially considering no one else was going except him, and his registration is being paid by Chester. The Board agreed to pay for the registration for three members of the Budget & Advisory Committee.
3. Mike stated that he had received an email from Lisa Bourbeau. They disagreed about which meeting her letter regarding the minutes of 7/23 were supposed to be attached to. The Board agreed that the letter should be attached to the minutes of 8/13, when it was read and referenced. Abigail stated that in the future she thought the Board should be careful about attaching correspondence from residents to minutes as they may get unwieldy.

Old Business

1. Rental unit – correspondence from Upton Hatfield regarding inspecting the occupied condo unit. The Board authorized Mike to have the Building Inspector and Fire Chief inspect the property.
2. The Board agreed to request a check from Primex for the premium holiday rather than receiving a credit. The Board wondered if the Town had signed a longer-term commitment. Mike will research.

New Business

1. The Board discussed the MS 4 form, revised revenues. The Board agreed with Mike's understanding that they do not typically revise revenue estimates on the MS 4. The Board authorized Mike to sign the form after getting the correct numbers from Abigail.

The Board also discussed whether they should plan to increase revenues to offset the petitioned warrant article for the fence at the transfer station or allow the tax rate to increase for that amount – they will consider this for when the tax rate is set.

Betsy stated that Gary had asked about the repair to the roof of the fuel shed – the Board agreed to pay that out of the General Government Buildings account since this is a shared building.

Correspondence

1. Letter from Mike Petrovich regarding the building plan review for Crotched Mountain Golf Course
2. Letter from DRA about web-based assessing software
3. Copy of the letter sent to the Gerrish Road tree owner
4. PD report for week ending 8/19
5. Letter regarding NH Architectural Barrier Free Design Code
6. Update from DES about West Nile Virus
7. Letter from LGC about how they are reducing their staff
8. An email stating that the 2011 audit has been submitted to the Federal Audit Clearinghouse
9. Notice from NH Municipal Association about floor proposals – the Board agreed not to send a delegate
10. Letter from Primex regarding voting for a new trustee – the Board agreed to vote for Steven Bartlett

Items to Sign

1. Payroll Manifest for 8/27/12
2. Payables Manifest for 8/27/12
3. Intent to cut for Map 8 Lot 41 1 & 2
4. MS 1 form, summary of Town valuation
5. Abatement for Map 2 Lot 34 for 2011 and 2010 – Mike said this was coming through again because last time it did not include all of the interest that needed to be abated
6. Treasurer's Report for July
7. Treasurer's Reconciliation report for July

Approval of Minutes

The Board approved the minutes from 8/20/12 public session as amended.

The Board approved the minutes from 8/20/12 nonpublic session (minutes unsealed).

MOTION: Betsy made a motion to enter nonpublic session pursuant to RSA 91-A:3, II (b) hiring and (c) reputation, seconded by Scott.

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 8:30 p.m.

At 9:15 the Board returned to public session having not voted to seal the minutes.

NEXT BOARD OF SELECTMEN MEETING: September 10th at 7PM.

ADJOURNMENT: Betsy adjourned the meeting at 9:15.

Respectfully Submitted by Michael Branley

Approved on September 10, 2012

Board of Selectmen Chair Betsy Hardwick

Selectman Scott S. Carbee

Selectperson Abigail Arnold