

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

November 25, 2013

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

Staff Present: Town Administrator Michael Branley

Also present: Tom Anderson, Polly Freese, Betty Behrsing, Jan Hicks, Lisa Bourbeau and
Budget Advisory Committee Bill McAuley, Charlie Pyle, Abby
Dawson, and Henry Kunhardt

CALL TO ORDER: Betsy called the meeting to order at 6:35 p.m.

Appointments

1. Discussion with Budget Advisory Committee – Mike stated that a firm price was received for an ambulance of \$13,500 and he received more information from Upton & Hatfield and Sansoucy regarding the PSNH and FairPoint cases and is going to need an increase of approximately \$10,000 which will include the update of the utility values for the revaluation. Mike said the IT contract will come in at \$7,200. There was a discussion regarding computer equipment. There was a discussion regarding the PSNH & FairPoint cases and how it related to the legal budget. Abby had questions regarding the Police Department's need for extra coverage and pay for Highway Speed and DWI Grants. Abby asked about the Highway Department's budgeted hours versus past years actual hours and there was a discussion regarding this. Abby asked if the demands were higher in Recreation and Library Departments as it seemed payroll was higher and there was a discussion regarding this and Mike answered the Library is asking for additional staff hours during the summer reading program. Abby brought up questions regarding warrant items and other line items in the budget including a maintenance person, one-ton truck for highway, town report printing, elections miscellaneous supervisor, retirement, health insurance, cost of diesel and each topic was briefly discussed. Charlie stated he would like to have Chief Bell and Gary to come in to discuss their budgets along with discussing fuel budgets and the 2% COLA increase. Henry asked about the staffing in the Town Office and there was a discussion regarding this. There was a discussion regarding the Town Clerk software. It was decided to meet December 9th at 6:30 with the Budget Advisory Committee, Highway, Police, Town Clerk and Recreation and December 16th with Fire and to discuss details on building repairs.

Items to Sign

1. Payroll Manifest 11/25/2013
2. Payables Manifest 11/25/2013
3. Notice of Intent to Cut Map 3 Lot 4
4. Building Permit Map 7 Lot 1

New Business

1. Mike said he has been in discussions with the ConVal Administrator and IT person to see if we can get better rates on computer equipment through them and they have given prices for computers to replace the Deputy TC/TC and the Police booking computer and they are approximately \$100 less. Mike also said he got quotes for a laptop which he feels would be beneficial to have as a Town use laptop and would go hand in hand if a projector is purchased. The Board agreed to have Mike purchase the two desktop computers and a laptop.
2. Mike asked the Board when they would like to do performance evaluations, the Board had a discussion and decided to wait until January.
3. Betsy asked if the Board wanted to meet on Monday, December 2 and after a discussion the Board decided to briefly meet before the CIP meeting at 6:30pm on Wednesday, December 4.

Administrative Update

1. Mike said he worked with CLD and Nancy Mayville to figure out how much money will be needed for the 2nd NH Turnpike Bridge and it will be \$400,000 from May 1 to November 30, which will get it started and get through the second tax bill. He also stated if the project is not finished on time, a TAN may still be required.
2. Mike gave an update regarding the company interested in putting a cell tower at the highway garage which included not being able to find any references of current projects in NH and not getting a response back from the company.
3. Mike said he met with Pam Brenner in Peterborough to discuss ambulance expenses and our rate is going up to \$13,500 because they are refurbishing an ambulance. They are also requesting a one year contract which Mike will have reviewed by Town Counsel.
4. Mike said Francetown Sand & Gravel submitted a price for the work behind the Library that was approximately \$1,400 and he has asked them to put it on their schedule.
5. Mike said Town Counsel has looked at the agreement for the work behind the Library for the test wells on the neighboring property and he suggested taking pictures of the stone wall beforehand.
6. Mike informed the Board invitations went out for the appreciation dinner and asked if the Board wanted to help choose a dinner entrée. They declined.

Correspondence

1. Copy of Mike's response to Lisa Bourbeau regarding her questions on the proposed backhoe purchase.

2. Comcast franchise fee check and a renewal reminder.
3. Information regarding Peterborough ambulance contract.
4. A note from Deb Rogers regarding a moisture problem in the Library. Mike will take a look at the problem.
5. Correspondence between the Board of Tax and Land Appeals and PSNH.
6. Press release regarding the information session with the regional planning commissions.

Approval of Minutes

The Board approved the following minutes as written:

September 16, 2013

September 23, 2013

September 30, 2013

October 7, 2013

October 14, 2013

October 21, 2013

October 28, 2013

November 5, 2013

November 18, 2013

Polly Freese asked if anything had been decided regarding the sidewalk plowing. Mike said he would talk to Gary.

NEXT BOARD OF SELECTMEN MEETING: December 4th at 6:30 pm

ADJOURNMENT: Betsy adjourned the meeting at 8:15

Respectfully Submitted by Wendy Brien-Baker