

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

December 16, 2013

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

Staff Present: Town Administrator Michael Branley

Also present: Thorvald “Skip” Tenney, Jan Hicks, Polly Freese, Betty Behrsing, Lisa Bourbeau, Charlie Pyle, Tom Anderson, Judi Miller and Henry Kunhardt

CALL TO ORDER: Betsy called the meeting to order at 6:30 p.m.

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

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 6:50 p.m. the Board returned to public session having decided to seal the minutes having voted by a vote of 2/3's or greater of the members present to not disclose the minutes and decisions reached therein to the public, as divulgence of the information discussed likely would affect adversely the reputation of any person other than a member of the public body itself, until – in the opinion of a majority of the members – the aforesaid circumstances no longer apply.

Items to Sign

1. Payroll Manifest for 12/16/13
2. Payables Manifest for 12/16/13
3. Prosecutor Contract with Goffstown for 2014
4. Intent to cut for Map 3 Lot 90
5. Auditing contract for fiscal year 2013 with Roberts & Greene

Mike stated the auditors are planning to be in for some preliminary work tomorrow and he has been working on getting the information they need.

New Business

1. Crotched Mountain Ski and Ride Compliance – Mike asked the Board what their thoughts were regarding the compliance of the Zoning Board’s decision on installing shields on the lights installed in 2012. Betsy asked what Ed’s opinion is and Mike answered the he and Ed would like to handle it by setting up achievable goals to work at a mutually agreeable timeline to bring them into compliance. Scott suggested meeting with Tim Smith. Abigail asked if Town Counsel should be consulted. Betsy thought it made sense to go the route Mike suggested and to consult with Town Counsel. The Board agreed to have Mike move forward with this course of action.
2. 2014 Budget Discussion – Mike stated he was hoping the Board could discuss some aspects of the operating budget he has presented so he could get a sense of where they stood. There was a discussion about bridges. Mike agreed to work on putting together a spreadsheet organizing the information we currently have available. There was a discussion about purchasing a file server and Town Clerk software. The Board agreed to purchase the file server in 2014 and the Town Clerk software in 2015. There was a discussion on the building maintenance list items and a part-time maintenance person. There was a discussion regarding the Town Hall proposal for approximately \$300,000 in Town money. Betsy and Scott agreed on moving forward with the project and for it to be bonded. The Board discussed warrant article items and Abigail said she would still like to see a traffic counter. There was a discussion regarding the extra police department shift. The Board agreed to use Mike’s figure for additional PD hours.

Mike stated he checked with Derek from Bryant Landscaping and he clarified the increases for the coming years were amounts not to exceed versus additional increases. Mike suggested to sign a one year contract and at the end of each year negotiate a mutually agreeable fee for the upcoming year.

Correspondence

1. Mike’s Weekly Update 12/16/13
2. State Education Tax Warrant for 2014
3. Notice of Completed Forestry Notification
4. Copy of a letter from NHDES sent to Pleasant Pond Property owner regarding a complaint and potential violation.

Liaison Reports

1. Abigail stated the Planning Board is meeting tomorrow regarding the zoning changes and said they will start discussing signs also.

Administrative Update

1. Mike said town Counsel and PRIMEX have looked at Peterborough’s proposed ambulance contract and he has sent the suggested changes over to Peterborough.

2. Mike said he submitted a request to NHDES for reimbursement for the milfoil treatment for Scoby Pond. He also spoke with Brad Howell and due to the cold weather setting in, they were only able to do one day of diving.
3. Mike asked because two consecutive holidays will be falling on Wednesdays does the Board usually add additional transfer station hours and the Board said they have not in the past.

The Board approved payroll and payables for December 23rd.

Charlie asked if the Board and the Budget Advisory Committee could meet on December 30th and the Board agreed.

Polly asked when warrant articles need to be submitted and Mike said it is the first week of February, but the sooner the better.

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

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 7:55 p.m.

At 8:19 p.m. the Board returned to public session having decided to seal the minutes having voted by a vote of 2/3's or greater of the members present to not disclose the minutes and decisions reached therein to the public, as divulgence of the information discussed likely would affect adversely the reputation of any person other than a member of the public body itself, until – in the opinion of a majority of the members – the aforesaid circumstances no longer apply.

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

ADJOURNMENT: Betsy adjourned the meeting at 8:20 p.m.

Respectfully Submitted by Wendy Brien-Baker