

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

December 30, 2013

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

Staff Present: Town Administrator Michael Branley

Also present: Polly Freese, Maureen von Rosenvinge, Budget Advisory Committee Members Henry Kunhardt, Bill McAuley, Abby Dawson, and Charlie Pyle

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

Appointments

1. Budget Advisory Committee to discuss 2014 operating budget and warrant articles-Mike handed out the second draft of the budget which included changes previously distributed. Henry asked what the revenues on the surplus list were for and Mike answered the major revenue sources were new taxation of Crotched Mountain Rehab that was discovered this year, the Healthtrust surplus refund, and FEMA money for Nemo. The Board and the BAC had a discussion regarding keeping tax rate flat. Charlie asked for an explanation regarding the requested increase in Executive administrative staff hours. Abigail answered that the Selectmen voted to do inventory forms this year, which will require more staff time to send out and tabulate the data received, along with time involved in doing a revaluation of assessments in 2014. Mike gave a synopsis of what would be involved in doing the inventory forms and there was a discussion about the administrative positions. Mike reiterated that the \$1,500 increase is not to increase actual scheduled hours but to leave some flexibility if some projects need extra time. There was a discussion regarding the legal budget. There was a discussion regarding Master Plan Funding and joining a Regional Planning Commission. There was a discussion regarding the maintenance position and whether there would be a set schedule. Scott said part of the reason maintenance of our buildings is so far behind is because we do not have someone to do upkeep. There was a discussion regarding IT, the new server and Town Clerk software. Abby said she feels before any equipment is purchased that an analysis be done regarding town computers and software we are currently running. There was a discussion about a warrant article to include the server and other building improvement type items. There was a discussion regarding getting a check scanner and Abigail said the cost for it would be approximately \$110 per month rental and \$.5 per check. Charlie stated that the BAC could not support the increase in police department hours. Charlie presented a fuel analysis and it shows a decrease of \$14,000 in 2014. There was a

discussion regarding fuel costs. Charlie asked about the increase to the Building Inspector's wages and there was a discussion regarding the revenues that offset the position. Mike explained the increase is to cover the cost of a cell phone for him and try to cover the time required to do the job. Abby asked why we are not able to get out of the State Retirement Plan and Mike answered he believed it was the law that once you had joined you had to stay in. Mike said he would contact NH Municipal Association legal for a definite answer. There was a discussion regarding bridges. Abigail said Gary is suggesting to replace Scoby Bridge in 2014 and Old County Rd Bridge in 2015 and there has been enough money found in the Capital Improvement Plan to fund these two. Charlie stated there was not support for the current Town Hall plan among the BAC. There was a discussion regarding ideas for the Town Hall. Bill suggested selling the Town Offices and renovating the second floor of the Town Hall to house Town Offices. There was a discussion regarding the details of this suggestion. Scott said the point in acquiring the current Town Office building was to control the preservation of Main Street and feels a town office is the best use of the space. Abigail agreed. Maureen said she would like to see the beauty of the second floor of the Town Hall preserved. She also feels it is a tax payer decision. There was a discussion regarding the budget hearing. Mike suggested scheduling the Budget Hearing for February 6th. The Board and Budget Committee agreed to meet January 20th at 7:00. There was a discussion regarding funding of the Master Plan.

Items to Sign

1. Payables Manifest for 12/30/13
2. Payroll Manifest for 12/30/13
3. Pole License for Fairpoint
4. Elderly exemption for Joseph M. Giza, Jr. Board agreed to deny because the applicant's income was too high.
5. 2013 Auditing contract for 2013 – Mike stated this was the second copy of the contract provided for the Town's records
6. Intent to Cut for Map 3 Lots 42 & 42-2
7. Timber grading for Map 5 Lot 32, 33 & 34

New Business

1. Mike asked the Board if they would like to award the landscaping contract to Bryant Landscaping. The Board agreed to award the contract to Bryant Landscaping for 2014.
2. Mike said the hearing with the BRLA and the Frankestown Village Water Co is scheduled for the end of January. Mike said he and Dave would like to reach out to them to discuss an adjusted assessment to see if we can possibly avoid going to the BTLA. After a discussion, the Board agreed.

Correspondence

1. Letter from NHDES regarding property on Pleasant Pond Road and wetlands violation and what permits they need to file.

2. Letter from Comcast regarding price changes.
3. PSNH Appeal information regarding a delay.
4. Letter from Healthtrust regarding return of surplus to be returned in 2014.
5. Letter from NHDOT regarding Juniper Hill Bridge 2014 bridge inspection.
6. Letter complimenting the Frankestown Highway Department.

Scott asked if we need to put the parking ordinance in the newspaper. There was a discussion regarding this and the Board agreed it did not make sense at this time.

Mike said a decision needs to be made when to do annual reviews. The Board agreed to have a non-public meeting to discuss the reviews next Monday, January 6th at 6:00 and schedule two reviews on Monday, January 13th at 4:30 and one on Thursday, January 16th at 4:30.

NEXT BOARD OF SELECTMEN MEETING: Monday, January 6th at 6:00 p.m.

ADJOURNMENT: Betsy adjourned the meeting at 9:30 p.m.

Respectfully Submitted by Wendy Brien-Baker