

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

**February 25, 2013**

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

Staff Present: Michael Branley, Administrative Coordinator

Also present: Tom Anderson, Lisa Bourbeau, and Polly Freese

**CALL TO ORDER:** Betsy called the meeting to order at 5:30 p.m.

**Items to Sign**

1. Payroll Manifest for 2/25
2. Payables Manifest for 2/25
3. 2013 Landscaping contract between the Town and Bryant Landscapes for the general town and recreation properties. The Board unanimously approved this contract.

**New Business**

1. Accident report from Chief Bell – the Board agreed to have Mike thank Chief Bell for the quick response and ask for data through 2013 when February is complete.
2. Contract for prosecutorial services with Goffstown. Mike stated Goffstown is looking for a three year contract as opposed to one year at a time as we have been doing. Mike stated he wants to have Town Counsel review it before the Board signs it but he did want them to know this was the current proposal .
3. Proposals for fire safe file cabinets – Mike stated an employee has raised a question about the security of the Town's personnel files in their current location because the cabinet is often left unlocked during the day. The Board reviewed the two items and agreed to have Mike purchase whichever best suits the Town's needs.
4. Proposal for a hydraulic closer for the Police Department door – the Board agreed to accept the proposal from Eric Grenier Carpentry for \$230.
5. Abigail stated that last week the Planning Board discovered that construction had begun on the Dennison Pond Road cellular tower without all of the conditions of approval having been met. Mike stated that construction likely has completed however PSNH has not been authorized to turn on the electricity and Ed has not issued a certificate of occupancy. He is confident that they will meet the conditions in order to secure these.
6. Draft Hazard Mitigation Plan Update – Mike stated the Town has posted notices that the draft is available for public viewing and that we will take comments for a few weeks.

There was a discussion about fire ponds and dry hydrants and the plan the Town had put together for them. Betsy stated the hazard mitigation plan is much more detailed than it has been the past.

### **Old Business**

The Board agreed to hold its work session to update the personnel policy when Phyllis is free to discuss the welfare guidelines.

### **Correspondence**

1. Email from a company that hauls E Waste – Mike stated he had sent it to Becky.
2. Letter from Upton & Hatfield regarding the Town's lawsuit with PSNH – Upton & Hatfield met with PSNH on our behalf and PSNH is not willing to accept any less than their utility values so it appears we are continuing with litigation.
3. Weekly Administrative Update.
4. Email from Linda about the cell tower on Dennison Pond Road.
5. Letter from Hampshire 100 about their bike event in August – the Board agreed they had no objections to the event.
6. Letter from Comcast that accompanied their franchise fee check.
7. Letter from NH DOT regarding national traffic incident management training – the Board agreed to send the info to Fire, Highway, and Police and encourage them to participate.
8. Notice from International Association of Assessors about an online survey.
9. Copy of a letter sent to Chief Steve Bell from the Brombergs regarding the traffic on Red House Road.

### **Administrative Update**

Mike asked the Board if they wanted to discuss preparation for Town Meeting and they agreed to wait until next week.

Mike stated the Town hoped to receive the annual reports soon, Thursday at the latest according to the printer.

### **Approval of Minutes**

The Board approved the February 4<sup>th</sup> and 18<sup>th</sup> minutes as written.

Polly Freese asked if the Town shovels out around the hydrants – Betsy stated that the Town usually does do them and she will check with Gary.

There was a discussion about the winter maintenance on the state roads during the storm over the weekend.

**MOTION:** Betsy made a motion to enter nonpublic session seconded by Abigail 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 6:20 p.m.

At 6:45 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:** 5:30 p.m. on March 4<sup>th</sup>

**ADJOURNMENT:** Betsy adjourned the meeting at 6:45.

Respectfully Submitted by Michael Branley

Approved on March 4, 2013

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Board of Selectmen Chair Betsy Hardwick

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Selectman Scott S. Carbee

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Selectperson Abigail Arnold