

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

April 22, 2013

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

Staff Present: Town Administrator Michael Branley

Also present: Janet Quilty, Mike Tartalis, Warren Kiblin, Judi Miller, Tom Anderson, Sarah Pyle, Charlie Pyle, Becky Moul, Polly Frees, Lisa Bourbeau, Betty Behrsing, Kitty Houghton, Maureen von Rosenvinge, John Arnold, BJ Carbee, Seth Kallman, and others unknown to the minute taker.

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

Appointments

1. Sarah Pyle – Sarah asked the Board if they thought they may need additional space in addition to the Town Offices. Scott stated he is on the records retention committee and feels that the storage space, especially for records, is not adequate. He had thought a storage building designed like the horse sheds on the Town Office's lot might make sense. There was a discussion about the town's space needs. The Board agreed to meet at 5:30 on May 13th with the Master Plan Committee to continue the discussion.
2. Becky Moul – Becky stated John did some research and they wanted to purchase a bin for collection of plastic bags for \$70. The Board agreed this was a good idea and to authorize the purchase. Becky stated she did not think the purchase of the gate by the C&D container was a good idea. She felt it was not worth the money and that it was not going to be functional. Becky stated she did not feel the Solid Waste Committee was being communicated with adequately. She stated she wanted the Board to reconsider the decision to install the gate. Scott stated someone had fallen in between the container and it was identified during the Safety Committee inspection. The Board discussed how they could better communicate with the Solid Waste Committee and other volunteer committees.
3. Maureen von Rosenvinge – Maureen stated the Heritage Commission interpreted the warrant article regarding bidding to indicate that Glenn could complete the job in the Town Hall basement. She asked the Board if they thought the work needed to go out to bid; the Board agreed it was a continuation of the same project and ultimately Glenn doing the work would be best. Betsy stated she wanted the Heritage Commission to

know, if they didn't already, that there was a sheep crossing on Poor Farm Road and is partly obscured by winter sand. There was a discussion about how to best shovel it off. The Board agreed to have the Highway Department clear it off the next time they are in the area. There was a discussion about opening the Heritage Museum and potentially the Town Hall for the Old Meeting House event.

Correspondence

1. Notice of the equalization rate from DRA. Betsy stated the equalization ratio is 115%
2. Weekly Report from Chief Bell for week ending 4/14
3. Letter from BJ Carbee regarding inventorying Town buildings – the Board agreed to discuss it on another night
4. Letter from Primex stated that the 2013 Premium Holiday for the Town is over \$13,000
5. Notice from Hillsborough County about their budget process and that they are considering reinstituting the prisoner work program
6. Thank you letter from Project Lift regarding the Town's contribution
7. Mike's weekly report
8. Cover Letter from FIHS which came with a check for \$4,000 for prior year utility payments
9. Letter from Roberts & Greene that accompanied the audit report
10. Quote from Bellemore with a quote for catch basis cleaning – Mike stated he will pass it along to Gary
11. Notice from DOT regarding the driveway permit at Map 1 Lot 2-1
12. Letter from NH Municipal Association that came with a new version of Knowing the Territory
13. Letter from DES about the fluvial seminar in New Boston on May 6
14. Municipal official's directory survey – Mike stated he would respond

Items to Sign

1. Payroll Manifest for 4/22
2. Payables Manifest for 4/22
3. Letter to Hillsborough County Commissioners supporting the work program and stating the Town has two weeks' worth of work for painting the transfer station
4. Letter to the Primex CEO asking for a check instead of a credit for the payments beyond 2013 – Mike stated this is the same as what the Board did last year and will clear out the remaining payments for the year from July forward.
5. Intent-to-cut for Map 9 Lot 32
6. Timber assessment sheet for Map 6 Lot 42-2

Approval of Minutes

1. The Board approved the April 15th minutes as written

New Business

1. Mike stated he felt it was time to put out another bridge update letter and presented the Board with the draft. The Board reviewed and approved the letter and stated they wanted to do another resident mailing with it.
2. Scott stated the parking lots down at the Recreation fields needed to be graded or raked – Mike stated he would let Gary know. Scott also stated Asplundh had cut down a few trees by the recreation fields and left them there.
3. Abigail stated she had received a call from Hanson Bridge who indicated that for \$40,000 they could install a temporary bridge. She referred them to the invitation to bid.

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

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 7:30 p.m.

The Board discussed the temporary bridge project with Victor Virgin and interviewed him for the clerk-of-the-works position.

The Board discussed the temporary bridge project with Bryan Levesque and interviewed him for the clerk-of-the-works position.

Mike told the Board that Mike Tartalis had submitted an application for a transfer station attendant; the Board agreed that we are not currently hiring however we should keep the application on file and encourage Mike to volunteer serve on the Solid Waste Committee.

The Board discussed the temporary bridge project with Henry Kunhardt and interviewed him for the clerk-of-the-works position.

The Board discussed the candidates and agreed to hire Henry Kunhardt to serve as the clerk-of-the-works position for the temporary bridge project at \$35.00 per hour.

The Board did not seal the nonpublic minutes and at 9:18 p.m. Scott made a motion to return to public session, seconded by Betsy. All in favor.

Scott stated he has a SAC meeting Thursday at 7 p.m. so the Board agreed to review the bid documents at 5:00 on Thursday and then meet with the auditor at 6:00.

NEXT BOARD OF SELECTMEN MEETING: Thursday April 25 at 5:00 p.m.

ADJOURNMENT: Betsy adjourned the meeting at 9:20 p.m.

Respectfully Submitted by Michael Branley

Approved on May 13, 2013

Board of Selectmen Chair Betsy Hardwick

Selectman Scott S. Carbee

Selectperson Abigail Arnold