

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

BOARD OF SELECTMEN MEETING MINUTES

April 8, 2013

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

Staff Present: Town Administrator Michael Branley, Road Agent Gary Paige

Also present: Henry Kunhardt, Mike Tartalis, Lisa Bourbeau, Polly Freese, Kitty Houghton, Brandon Lawrence from the Ledger-Transcript, Judi Miller, Kay and Tom Anderson, Silas Little, Betty Behrsing, BJ Carbee, Mike Tartalis, John Arnold, Henry and Kerri Camirand, and others unknown to the minute taker.

CALL TO ORDER: Betsy called the meeting to order at 6:33 p.m.

Betsy stated that some of the Board's recent meetings have not been orderly and it is the chair's responsibility to maintain an orderly meeting. She wanted the Board to try to do a better job of running smooth meetings and thought it might help to put together some brief rules and procedures to follow.

Appointments

Road Agent Gary Paige – Gary stated that he, Henry, and Mike prepared a few requests for proposals for the Board's review. Gary stated the plans have been reviewed by CLD and NH DOT and we hope to receive stamped, for construction plans by Wednesday. DOT may require the Town to install a street light and/or flashing stop sign. Scott asked why Gary had not gone forward with the 40 foot span presented at Town Meeting. There was a discussion about what Gary and Henry had been tasked with doing. Henry discussed the process he and Gary went through to get to the 62 foot bridge plan. There was a discussion of what materials would be recoverable from this plan – Gary stated a lot of the materials including the jersey barriers and the lumber would be reusable. Gary gave an overview of the invitation to bid for construction services and described how the project is expected to proceed. The Board agreed to advertise once in the Ledger and twice in the Union Leader with a one week turnaround. Gary outlined the request for quotations for lumber. Mike and Gary outlined the clerk-of-the-works job description. This person would be a representative of the Town providing engineering and construction supervision support to Gary on the job site. Mike stated he spoke to Primex and although having a contractor with liability insurance would be preferable they acknowledged that for such a small project that was probably not viable so hiring the person as an employee was the next best option.

MOTION: Abigail made a motion that upon receipt of a structural plan from CLD Mike advertise the request for proposal for construction services and lumber and to immediately advertise the clerk-of-the-works position. Seconded by Scott. All in favor.

Mike asked the Board for authorization to review the initial clerk-of-the-works applications with Gary and to arrange interviews for the Board's next regular meeting; the Board authorized him to perform the initial screening of applications.

Gary stated he had received prices from Caterpillar and John Deere for a motor grader. The Highway Department tried out both pieces of equipment and felt that the John Deere was a better fit. John Deere offered a seven-year full warranty for \$274,500 and Caterpillar offered a 6 year full warranty and a price over the \$280,000 appropriated at Town Meeting. The Board agreed to accept Gary's recommendation to go forward with purchasing the John Deere. Scott asked Gary if Highway could spread out some of the snow banks with gravel in them to make it easier for the landscapers in a few locations and Gary said he would. Gary asked if the Highway Department could change to a four ten hour day week and the Board agreed to revisit the question after the temporary bridge is constructed.

New Business

1. Mike asked the Board if they wanted to continue to use Constellation to receive a discounted rate on our electricity. He stated currently our rate through Constellation is about three cents per kilowatt hour below PSNH's normal rate. For next year they are looking at a slight increase but still at least two cents below PSNH. The Board agreed to continue using Constellation and authorized Mike to sign the agreement the day it comes in.
2. The Board reviewed a Dodgeco bill Maureen had dropped off asking if the Town had authorized the work; the Board agreed that they had.
3. Betsy requested that the Board authorize her to serve as the Town's representative for the Giza mediation – the Board agreed to authorize her.

Correspondence

1. Notice of a compliance hearing with the Planning Board regarding Crotched Mountain Ski and Ride
2. Right-to-know request from Arthur and Kitty Houghton
3. Right-to-know request from Janet Quilty
4. Email from Fletcher Taft requesting earlier police patrols in Mill Village – the Board asked to make sure it was passed along to Chief Bell
5. Letter from the NH Highway Safety Agency regarding the grant funds Chief Bell requested
6. Right-to-know request from Tom Anderson
7. Right-to-know request from Tom Anderson
8. Letter from CAI Technologies about their new name

9. Weekly Administrative Report – Mike stated he and Gary attended the FEMA kick-off meeting for snowstorm NEMO February 8-10 and he expected the Town would receive reimbursement of between \$5,000 and \$10,000, or 75% of our expenditures.
10. Certificate of completion for Michael Branley for the Primex course on HR Best Practices
11. Right-to-know request from Tom Anderson

Items to Sign

1. Payroll Manifest for 4/8/13
2. Gravel tax levy for Map 3 Lot 51
3. Junkyard License for Map 5 Lot 55
4. Payables Manifest for 4/8/13
5. Fire Boat registration – the Board authorized Betsy to sign it.

Scott stated landscaping has begun on the Town properties and stated Derek wanted to know if the Town wanted to purchase fertilizer and lime for the area in front of the Town Offices, Town Hall, and Old Meeting House. The Board agreed that this made sense.

Abigail stated she received a call regarding the trash on Todd Road and there was a discussion about who would take care of it.

Mike Tartalis asked if the Board was going to do a walk-through at Pleasant Pond and the Board agreed that they would schedule one with Gary soon.

Approval of Minutes

The Board approved the 4/1 minutes as amended.

NEXT BOARD OF SELECTMEN MEETING: Monday April 15 at 5:30 p.m.

ADJOURNMENT: Betsy adjourned the meeting at 7:45 p.m.

Respectfully Submitted by Michael Branley