

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

**May 13, 2013**

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

Staff Present: Town Administrator Michael Branley

Also present: Sarah Pyle, Charlie Pyle, Larry Ames, Tom Anderson, Judi Miller, Lawrie Barr, BJ Carbee, Polly Freese, Kitty Houghton, Lisa Bourbeau, John Arnold, and Janet Quilty, and others unknown to the minute taker

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

**Appointments**

1. Sarah Pyle and Larry Ames from the Master Plan Subcommittee – Larry stated this meeting with the Board was to see if there was anything they had missed during their interviews. There was a discussion about the following: police department at the Town Hall Annex, the Francestown Village Water Company, animal control facility, storage for recreation, archival storage, emergency management, transfer station, single stream recycling, Town beach, tennis courts, emergency dispatching, the Southwest Regional Planning Commission, the cost of municipal government, fire department staffing, police department staffing, the selectmen's advisory committee, regionalization, broadband cable, volunteers, the school, the church, and employment opportunities.
2. Janet Quilty – Janet presented the Board with a letter to request and demand the Board cancel the April 9<sup>th</sup> vote to purchase the 672G John Deer motor grader before delivery is taken. She continued to read the remainder of the letter.

**Items to Sign**

1. Payroll Manifest for 5/6
2. Payroll Manifest for 5/13
3. Payables Manifest for 5/6
4. Payables Manifest for 5/13
5. Building Permit for a shed at Map 6 Lot 66-1
6. Building Permit for new home at Map 1 Lot 2-1
7. Property tax warrant

## New Business

1. Mike stated he would like to recommend to the Board a change in the cost to charge for photo copies in the town office because of the reduction in price for the lease on the new photo copier. Copies currently are \$.50 per 8 ½ x 11 copy and \$1.00 for 11 x 17 copies and would like to reduce them to half the cost or \$.25 and \$.50. The Board agreed to the change.
2. Betsy stated she had the contract related to the temporary bridge and it has been approved by town counsel and has been send to Hansen. She would like to approve the contract subject to Hansen having no issues with it.

**MOTION:** Betsy made a motion to approve a contract with Hansen Bridge for the work on the temporary bridge. Seconded by Scott. All in favor.

Betsy stated that Gary wants to trade in two stainless steel sanders and purchase a poly sander for calcium. Scott stated he wants the sanders to be bid out and advertised. Betsy said we need to have Gary provide in writing the specifications of what he is looking for. The Board agreed that they are not opposed to the poly sander and to have the specifications posted on the website.

There was a discussion about moving to a four day work week for the Highway Department.

**MOTION:** Betsy made a motion to move to a four ten hour day work schedule. Seconded by Abigail. Abigail and Betsy in favor, Scott opposed.

There was a discussion about the area around the Bixby Dam where Scott had identified some gravel that needed to be spread out on the left. Mike will let Gary know what needs to be done this week to get the area ready for the upcoming fishing derby.

### Committee Appointments:

Letter received from the Library Board of Trustees asking the Board of Selectmen to appoint Robin Haubrich as an alternate member to the Library Board of Trustees.

**MOTION:** Betsy made a motion to appoint Robin Haubrich as an alternate to Library Board of Trustees, seconded by Scott. All in favor.

### Budget Advisory Committee – two openings

**MOTION:** Betsy made a motion to appoint Charlie Pyle and Henry Kunhardt as full members to the Budget Advisory Committee, seconded by Abigail. All in favor.

Board of Adjustment – two openings and two alternate openings. Sue Jonas had been appointed at the Board's last meeting leaving one full opening.

**MOTION:** Abigail made a motion to appoint Tom Lowery to full member and Scot Heath as an alternate to the Board of Adjustment, seconded by Scott. All in favor.

Conservation Commission – two openings and one alternate

**MOTION:** Betsy made a motion to appoint Kris Holmes and Betsy Hardwick as full members and Scot Heath as an alternate to the Conservation Commission, seconded by Scott. All in favor.

Heritage Commission – two openings

**MOTION:** Betsy made a motion to appoint Elly Miles and Michele Ferencsik as full members to the Heritage Commission, seconded by Scott. All in favor.

Waste Disposal Committee – two openings

**MOTION:** Betsy made a motion to appoint Becky Moul as a full member to the Solid Waste Committee, seconded by Scott. All in favor.

Patriotic Purposes Committee – one opening

**MOTION:** Betsy made a motion to appoint Polly Freese as a full member to the Patriotic Purposes Committee, seconded by Abigail. All in favor.

Recreation Commission – no letters of interest have been submitted

Mike informed the Board that while in the process of conducting the current use update we are discovering some properties where land has disqualified for current use a number of years ago but was never taken out and recorded at the registry. The Board agreed to process the changes but not assess the land use change tax on these properties.

Scott said while the assessors are out conducting pick-ups, he would like to see them knock on the door to let the owner know they are on the property.

## **Correspondence**

Right-to-know request from the Houghtons

Letter from Town Counsel

SWRP Highlights

Letter from Robert Upton about FairPoint

Letter from DOT to Lisa Bourbeau about bridge

Letter from DRA regarding Equalization Value

Letter from PSNH

Labor Day – Mike asked and the Board agreed to allow the road race to go over the bridge on Woodward Hill Road

Email from Judi Miller about some outstanding issues with the Police Department – Mike stated Judi has since emailed that she was satisfied with the response.

Mike's May 6 weekly report

Chief Bell's weekly reports for weeks ending 4/21 & 4/28

Treasurer's reports for January, February, and March  
 Mike's weekly report for last week – Mike stated he is still trying to get more information about the TIGER grant program through US DOT for next spring and summer and energy efficiency funds. Betsy stated there may also be funds available regarding fluvial erosion.

The Board discussed whether they should approve all payrolls that fall on holidays at once or at each meeting prior. Mike will check with Local Government Center which is the best practice to use.

The Board agreed to work on the personnel policy at their next meeting.

### **Approval of Minutes**

The Board approved the minutes from 5/7 as written.

The Board approved the minutes from 4/25 as written.

The Board approved the minutes from 4/29 as written.

The Board approved the minutes from 4/22 as amended.

**NEXT BOARD OF SELECTMEN MEETING:** Monday, May 20 at 6:30 p.m.

**ADJOURNMENT:** Betsy adjourned the meeting at 7:30 p.m.

Respectfully Submitted by Wendy Brien-Baker

Approved on May 20, 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