

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

**August 12, 2013**

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

Staff Present: Town Administrator Michael Branley

Also present: ConVal Superintendent Dr. Brendan Minnihan, BJ Carbee, Lisa Bourbeau, Betty Behrsing, Polly Freese, Robyn Haubrich, Lindsey from the Ledger, John Arnold, John Arnold, Charlie Pyle, Bill McAuley, and Nick Wilder

**CALL TO ORDER:** Betsy called the meeting to order at 6:35 p.m.

**Appointments**

1. ConVal Superintendent Dr. Brendan Minnihan – Brendan stated that he has been going around and introducing himself to each of the ConVal towns. Scott asked the status of the search for a new principal at Francestown Elementary; Brendan stated the search has been concluded and they have hired Noreen McAloon who will be serving as the principal for Francestown, Greenfield, and Bennington. Abigail asked if Brendan had set objectives and he stated in the next year his goals are to increase the communication amongst the towns, increase collaboration between schools and to strengthen the current public/private partnerships. Mike asked if there was any additional update on the LGC refund and Brendan responded that the School Board had decided to accept a check rather than a credit. BJ asked and Brendan responded that all towns will have full time kindergarten this year. Polly asked about the new principal's schedule and Brendan responded that it was still being finalized. Mike asked if Brendan had any goals for the budget process for the coming year and he discussed some of his thoughts. Scott stated that consolidation has been a major issue in the district and Brendan discussed the matter briefly. BJ Carbee asked if there were any plans to expand the vocational programs and Brendan stated they have discussed looking at enhancing offerings in agriculture, health occupations, and high tech manufacturing. Polly stated it is refreshing to have a superintendent who lives in the district.
2. Budget Advisory Committee – the Board, BAC, and Mike discussed where the budget stands half-way through the year. Mike stated the budget report they are reviewing is through the month of June and we are roughly where we'd expect to be at this point with about 55% remaining in the budget. Legal is one budget that is coming in higher than expected due to the court cases with Fairpoint and PSNH. Welfare has actually slowed down a bit and if it continues it will come in under budget. Abigail said the biggest

variable to come is at the Highway Department and is weather dependant. The Board and the BAC agreed to meet on September 16 to discuss known factors and to set an overall goal. Abigail stated the Planning Board was planning to have a meeting soon to discuss broad capital improvements. Charlie pointed out that bank fees were down quite a bit. Mike stated he and Nick met with the bank representative and changed the account to one with lower fees.

3. Maureen von Rosenvinge from the Heritage Commission – Maureen stated she had heard about a company for the Town to consider for the cleaning of the town hall. Maureen stated that at the mixer on September 21<sup>st</sup> LCHIP suggested there should be a grand reopening ceremony. Maureen stated that she has been approached by several people regarding who will be managing the heritage museum. Larry stated he had spoken to Alan and he still needed more time to consider the matter but thought a joint agreement between FIHS and the heritage commission made sense. Charlie stated in the lease for the museum it talks about a cooperative effort. Betsy stated the Board has received Alan's comments and should have that letter and Charlie's response prepared for a meeting where a decision can be made. There was a discussion about how the museum would be handled for Labor Day. BJ asked Chief Kullgren if everything in the museum has been photographed and cataloged. Chief Kullgren said they should take a set of digital photos of everything and everything still needs to be cataloged. The Board agreed to continue the discussion at 6:45 on August 19<sup>th</sup>. Maureen stated she had received the balance of grant 9 from LCHIP and a portion of grant 11.

Mike asked the Board and Maureen if the Town had adopted Discretionary Preservation Easements for barns. Maureen said she would be willing to research it with the Heritage Commission. Abigail said previous Boards had not chosen to pursue it.

### **Items to Sign**

1. Payroll Manifest for August 12<sup>th</sup>
2. Payables Manifest for August 12<sup>th</sup>
3. Intent to Cut for Map 1 Lot 16
4. Timber Tax Yield for Map 8 Lot 4
5. Timber Tax Yield for Map 11 Lot 2
6. Building Permit application for Map 19 Lot 1 for a two car garage
7. Building Permit application for Map 5 Lot 37 for removal of barn and replace w/ garage

### **New Business**

1. Memo from Matt Serge asking for some documents and asking if the Board wants to authorize Upton & Hatfield to accept service of process on the Town's behalf for the appeal with Fairpoint. The Board agreed to authorize them to accept service on the Town's behalf.
2. Abatement summary for 2012 tax year – Mike stated he wanted to summarize the abatement amounts because even though it was large number of abatements, the total amount actually abated was \$3,229.81.

3. Sample Memo to Department Heads regarding budget performance. The Board agreed this was a good idea and told Mike to send it out.
4. Betsy stated the Board received a copy of the letter Town Counsel sent to Russell Putnam of SBA Properties.
5. Scott asked when the Town Hall would be cleaned. Mike stated it would be next Monday. Scott said the first floor is ready to be cleaned and water will be turned on by then.

### **Correspondence**

1. Mike's Weekly Report August 12<sup>th</sup> - Mike said there was a septic issue at the town office last week; the system had to be pumped and one of the filters may need to be cleaned, repaired or replaced. It will be looked at again this week. Scott said he does not think it has been pumped and cleaned since it was installed. The septic at the highway barn also needs to be pumped and checked. Mike said we received notice that Pleasant Pond Dam will be lowering their water in September and the Town needs to advertise and hold an information meeting. That meeting has been scheduled for August 26<sup>th</sup>.
2. Letter from LGC Healthtrust saying they are working diligently to resolve a variety of issues with the NH Bureau of Securities Regulations and they are going to continue legal action.
3. Letter from a Graham & Graham, public accountants, offering their services.
4. Southwest Regional Planning Commission highlights.
5. Letter from Red Cross with a budget request for 2014.
6. State of NH House of Representatives Declaration honoring Alan Thulander for the heritage museum along with a cover letter from Lawrie Barr.
7. Notice of the Pleasant Pond Dam drawdown.

### **Liaison Reports**

Nothing to report.

### **Old Business**

1. Mike stated that the unauthorized speed bump on Pleasant Pond Road has been removed. Because they used spikes to secure it to the road Chief Bell wanted Mike to ask the Board if they wanted to pursue a criminal mischief charge. The Board agreed they did not want to pursue it.
2. Mike stated we got a bill for the town's safe deposit box and it got him wondering what was actually in it. Mike, Nick and Elaine found old avitar floppy disks. Nick stated it was used as a storage place for off-site back-ups and the last entry into the box was 2009. Nick said he would like to see the box closed. The Board agreed to close the box.
3. Mike informed the Board that Heather had put together a sign saying "No bare feet" and was asking the Board for permission to hang it at the transfer station. The Board agreed it was ok to hang the sign.
4. Betsy said she got a call from Walter Kiblin regarding the boy scouts who need a place to fix-up a trailer that was donated to them and has asked for permission to do it in the

highway garage. She said Gary thinks it is a great idea and they are covered by their own insurance. Abigail said she thought they should have someone there from the department while they work on it and they should give us a copy of their certificate of insurance. Abigail asked if they were also asking to use town tools for the project. Betsy said she did not know. The Board agreed to allow the boy scouts to use the space, to use their own equipment and have a highway person in the building. Maureen said it would be nice to have the boy scouts at the event on September 21<sup>st</sup> as a color guard.

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

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 8:18 p.m.

Betsy made a motion to return to public session, seconded by Abigail. All in favor.

At 8:23 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 render a proposed action ineffective, until – in the opinion of a majority of the members – the aforesaid circumstances no longer apply.

The Board discussed and agreed that they know of no environmental issues on Miller's property on Avery Road.

**NEXT BOARD OF SELECTMEN MEETING:** Monday August 19<sup>th</sup> at 6:30 p.m.

**ADJOURNMENT:** Betsy adjourned the meeting at 8:26 p.m.

Respectfully Submitted by Michael Branley

Approved on September 16, 2013

---

Board of Selectmen Chair Betsy Hardwick

---

Selectman Scott S. Carbee

---

Selectperson Abigail Arnold