

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

**December 1, 2014**

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

Staff Present: Town Administrator Michael Branley & Police Chief Stephen Bell

Also present: Ben & Robyn Haubrich, Tom Anderson, Polly Freese

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

**Appointments**

1. Police Chief Stephen Bell – Chief Bell stated there were a few incidents related to the storm, but otherwise nothing noteworthy. Chief Bell stated there have been no more burglaries, but he has not made any major progress. The Board informed Chief Bell that effective December 15<sup>th</sup> they have rescinded individual permissions for OHRV use on Town roads. A letter will be sent to each party given permission and Mike will give copies of the letters to Chief Bell for his file. Abigail said that the Board received a quote for a \$772.00 printer for the PD. Chief Bell indicated that it was a multi function device with encryption capabilities that would ultimately make the Department more efficient. The Board approved the request.

**Items to Sign**

1. Payroll Manifest for 12/1/14
2. Ambulance Contract with Peterborough

**MOTION:** Betsy made a motion to authorize Abigail to sign the Ambulance Contract with Peterborough for 2015, seconded by Scott. All in favor.

3. Tax Abatement – Inventory Penalty for 5-71-1

**New Business**

**Building Permit Fees** Proposed building permit fee previously discussed with Building Inspector Ed Hunter. The Board agreed they did not want to institute a sign permit but agreed documentation would be helpful. The Board agreed to move forward with a public hearing to approve.

Twin Bridge Services The Treadwell contract was discussed. Mike indicated that there will be a decrease in the fee next year because the server is being replaced and the cost of support is included in the cost of the server. In the following year, 2016, the cost will go up again because the Town will have to pay for support.

Master Plan Update Abigail announced that Jack Munn of Southern NH Planning Commission will be at the Planning Board Meeting tomorrow night for Land Use discussions.

### **Correspondence**

1. Chief Bell's Police Log for 11/20 to 11/26
2. Letter to Mike from Deb Rogers outlining the work done at the Library and thanking those involved for their help
3. Memo to department heads with a schedule of times for the upcoming budget meeting on 12/8
4. Mike's Weekly Update
5. Letter from Kathy McLaughlin complaining about the negative impact of a project on Farrington Road near her mother's property and that she was not notified of the work in advance. Mike will draft a letter of apology to Kathy McLaughlin and speak to Gary.

### **Administrative Update**

- The final request for reimbursement for the turnpike project was sent to NHDOT. The total cost for the project totaled \$852,000+, about \$350,000 less than what we appropriated; our share was about \$70,000 less.
- Work on final year-end request for reimbursement from the Capital Reserve Funds has begun.
- Due to insurance rate increases Property and Liability Trust was contacted for a quote but they are not in a position to take on new business. Primex was contacted to see what could be done to reduce insurance costs. They explained their *Prime Program* which applies to Property & Liability and Workers Comp insurance. By taking steps such as the active safety committee, periodic inspections, and adopting some other policies and processes, much of which we are already doing, we can get the premiums down 2.5% per year. Mike recommends, due to lack of other options, to continue using Primex, work on getting into the *Prime Program* and enter into the 3-year agreements for Property & Liability and Workers Comp insurances. If we leave Primex we no longer get the premium holidays which equate to \$3000 to \$5000 per year.
- Mike stated he met with Mike Petrovick and went over the revised draft budget for the Town Hall project. Mike Petrovick will put together a final draft next week.

**NEXT BOARD OF SELECTMEN MEETING:** December 8, 2014 at 5:00 p.m.

**ADJOURNMENT:** Abigail adjourned the meeting at 7:05 p.m.

Respectfully Submitted by Michael Branley

Approved on January 5, 2015

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Board of Selectmen Chair Abigail Arnold

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Selectman Scott S. Carbee

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Selectperson Betsy Hardwick