

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

December 15, 2014

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

Staff Present: Town Administrator Michael Branley, Building Inspector Ed Hunter, & Police Chief Steve Bell

Also present: Ben & Robin Haubrich, Mike Tartalis, Betty Berhsing, Polly Freese, Tom Anderson

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

Public Hearing

Abigail stated the first item on the agenda is a public hearing for proposed changes to the building permit fee schedule, as proposed by the Town staff, which was posted on December 3rd and advertised in the newspaper.

Ed Hunter explained the reasons for a Demolition Permit Fee. The State requires that asbestos and hazardous materials are disposed of properly. The Demolition Permit allows oversight to make sure no hazardous materials are dumped at the transfer station. Also, if a building is removed from the property it may cause a reduction in the property value which would lower property taxes. This would be passed along to the assessor.

MOTION: Scott made a motion to approve the building permit fee schedule effective January 1, 2015 as proposed, seconded by Betsy. All in favor.

Appointments

1. Building Inspector Ed Hunter – Ed updated the Board on the process with cleaning up the Giza property. He stated Mr. Giza has removed several additional pieces of equipment and vehicles; however he has one vehicle that was identified in the settlement agreement for removal that he would like to keep. The Board felt Mr. Giza was in compliance and approved the change. Mike will draft a letter to Mr. Giza to that effect.
2. Police Chief Stephen Bell – Chief Bell reported that there have been a few storm related calls but it has been relatively quiet. Abigail asked about the phone outage and Chief Bell reported that the phones were out intermittently, not for days. Tom Anderson asked

if there was any progress on the burglaries. The Chief reported that they do not have any leads and declined to discuss evidence obtained from burglaries.

Items to Sign

1. Payroll Manifest for 12/15/14
2. Payables Manifest for 12/15/14
3. Applications for Payment from Trust/Capital Reserves:
 - \$900 requested to Conservation Fund from Master Plan Update Trust Fund
 - Warrant Article 17 - \$0.00 from Future Appraisal of Real Estate Fund
 - Warrant Article 16 - \$8,816.17 from Police Cruiser Fund
 - Warrant Article 15 - \$739.19 from Highway Equipment Fund
 - Warrant Article 14 - \$55,010.79 from Bridge Repair Fund
 - Warrant Article 7 (2013) - \$83,639.03 from Bridge Repair Fund
 - Warrant Article 7 (2012) - \$56,379.51 from Bridge Repair Fund
4. Primex 2016 & 2017 CAP Agreement for Property & Liability Program
5. Primex 2016 & 2017 CAP Agreement for Workers' Compensation Program

MOTION: Abigail made a motion to enter into a CAP with Primex for Property & Liability and Workers Comp insurance for three years and made a resolution to that effect and to authorize the chair to sign, seconded by Betsy. All in favor.

6. Reconciliation Summaries for Heritage Commission Fund 9/30/2014 & 10/31/2014
7. Proposal from Twin Bridge Services for two computers for the Fire Department. Abigail stated Mike has spoken with Allan and if we buy one computer this year we will have a second computer that will be able to be transitioned to the fire department next year. Mike stated the issue is that the fire department computers are running into software problems based on their age. The Board authorized the purchase of one computer for \$900.

Correspondence

8. Letter from TD Bank accompanying the paid Promissory Note related to the Turnpike Bridge.
9. Letter from Steve Livingston representing Night Riders Snowmobile Club requesting permission to use land to allow them to create a trail to the Toll Booth Tavern. Betsy said she would reach out to Scot Heath and see if he would like to be involved.
10. LCHIP Grant Awardees Notice regarding the Grant to Frankestown for the restoration of Town Hall.
11. Pre-Hearing Order and Hearing Notice from Board of Tax and Land Appeals regarding PSNH v. Frankestown
12. Email regarding Supreme Court decision on 2011 Retirement Reforms
13. Weekly reports from Chief Bell from weeks ending 12/3 and 12/10.
14. Letter from Richard Roberts advocating for use of OHRVs on Town Roads.
15. Letter from Nancy Mayville from NHDOT regarding reimbursement for the remaining funds owed on the Turnpike Bridge, which we have received.

16. Letter from FIHS President Charlie Pyle regarding snow playing at the Town Common, followed by an email asking the Board to disregard the letter. Scott stated he felt the Town needed to consider hauling away the snow from the parking lot after the storm is complete. The Board agreed to ask Gary to think about the issue and get his thoughts to them.
17. Received the Assessing Manual for the 2014 revaluation
18. Cemetery Plot Deed for Carol Prest Barr – Lot 333, Cemetery 3, 2nd NH Turnpike

The Board authorized Abigail to sign the Cemetery plot deed to Carol Barr

Liaison Reports

Scott stated he had a SAC Study Committee meeting last Thursday. They finished all the Articles of Agreement and made some corrections that will go before the School Board, which is meeting in Frankestown tomorrow night at 7:00 p.m. All are invited to attend.

Scott stated he had a discussion with Paul St. Cyr about the defibrillators in the various Town buildings and to track and inspect them annually. This will be discussed by the Safety Committee.

Septic system replacement has been started on Old Meeting House. It is located right at the base of a Sugar Maple Tree, causing concern. The Board asked Mike to send a letter to OMH indicating that the Town expects them to take responsibility for any trees that are damaged.

Betsy stated the Conservation Commission received a donation of \$100 from the Hampshire 100 Race and asked for approval to accept for Conservation.

MOTION: Scott made a motion to authorize the acceptance of the donation, seconded by Betsy. All in favor.

Betsy stated the Conservation Commission would like the Highway Department to widen out or plow around the Herman Miller property trailhead so that people can get in there and park. The Board agreed and authorized Betsy to discuss it with Gary.

Administrative Update

Mike asked if the Board wanted to go over budget accounts. Abigail first asked if the Board planned to meet on the December 22nd and December 29th. It was decided to skip December 22nd and meet on the 29th, where the budget will be discussed.

Proposed Assessing costs for 2015 are \$8500. Mike commented that, although higher than last year, the figure is within the amount he was budgeted for 2015 and the Board Agreed. Dave agreed to a one-year contract to see how it goes. Mike recommended using him.

Mike looked into some questions about encumbrances. He confirmed there is no issue with the source of funding. He indicated that it's important to have signed contracts/proposals for the work. We have a signed contract for the truck bay furnace but not for the FD office furnace.

Mike will mention this to the Chief and we will then need a vote from the Board to encumber the funds. He is still waiting to hear back regarding the traffic counter.

Mike asked when the Board would like to start on employee evaluations. It was decided that early January was a good timeframe.

Ben Haubrich asked if the Town pre buys fuel. Mike responded that the Town locks in a price pre-season but does not pay in advance.

Mike Tartalis asked about logging off Shattuck Road, potentially causing limited use of the road. Betsy indicated that when the use of the landing was approved for logging the Conservation Commission asked for, and received, a Memorandum of Understanding from the logger agreeing to leave the land in equal or better condition than it was in before the logging took place. The forester will also provide the Town with a certificate of insurance.

NEXT BOARD OF SELECTMEN MEETING: December 29, 2014 at 6:30 p.m.

ADJOURNMENT: Abigail adjourned the meeting at 7:50 p.m.

Respectfully Submitted by Michael Branley

Approved on January 5, 2015

Board of Selectmen Chair Abigail Arnold

Selectman Scott S. Carbee

Selectperson Betsy Hardwick