

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

BOARD OF SELECTMEN MEETING MINUTES

December 29, 2014

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

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

Also present: Polly Freese, Betty Behrsing, Judi Miller, Ben & Robyn Haubrich, Tom Anderson

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

Appointments

1. Police Chief Stephen Bell – Chief Bell stated there was nothing major last week, just some increased traffic from Crotched Mountain. Chief Bell stated we have been having some issues with the alarms in the Annex and the alarm company was working on the system today and they believe the issue is related to the base station radio. The alarm company and the radio company are looking at potential ways to improve the situation. Chief Bell presented information on an upcoming professional development course that he thinks would be worthwhile for him and officer Danforth. The Board agreed they thought it sounded good and would like to put it in the budget. Chief Bell presented Crimestar fee information and said he is waiting to hear back from them with more information. There was a discussion about the different relicensing options and Chief Bell stated he would get back to the Board as soon as possible with more info regarding which option we needed.
2. Betsy stated she had contacted Scot Heath to see if he would be the liaison between the Hillsborough snowmobiling group and the Town and he happily agreed. He was invited to this meeting but was out of Town and not sure if he would be back in time. Betsy stated the snowmobile group, the Hillsborough Nightriders, have been approached by the ski area and the golf course to extend trails to them. There is an old road/snowmobile trail that they think they can use for the trail to the golf course and they can get that done this year. They are also working on creating a trail from the golf course to the ski area. They are working on getting in touch with private land owners involved. Eventually they hope to get some of the other old trails open again. Ben asked if ATVs would be allowed to use the trails being discussed in the summer and Betsy stated often snowmobile clubs try to restrict ATV use. ATVs are not allowed on conservation land.

Items to Sign

1. Payables Manifest for 12/29/14
2. Payroll Manifest for 12/29/14
3. Payroll Rate Change Authorization
4. 2015 Contract for IT Services with Twin Bridge Services
5. 2015 Holiday Schedule
6. Land Use Change Tax Bills for Map 8/47-1 and Map 8/47-2, properties that had been under common ownership in an LLC that were under current use. The property was sold by the LLC to one of the owners, so neither property now has enough acreage to qualify for current use.
7. M & N Assessing Services, LLC, 2015 Municipal Assessing Contract
8. Applications for Payment from Trust/Capital Reserve Funds: \$50,091.00 from Future Repair and Replacements of Bridges Fund for Scoby Road Bridge, \$308.94 from Thulander Museum Trust Fund to reimburse William McAuley for Concord Coach Puzzles and \$21,996.00 from Future Appraisal of Real Estate Fund to complete statistical reevaluation per the DRA

New Business

1. 2014 Motions for Encumbrances: from Article 13 [for Fire Station furnace], \$8,157 from Article 13 [for Fire Station truck bay furnaces] and \$1,800 from Article 21

MOTION Abigail made a motion to encumber the following funds:

- \$3,720 from Article 13 for Fire Station furnace
- \$8,157 from Article 13 for Fire Station truck bay furnaces
- \$1,800 from Warrant Article 21 for Police Department traffic counter

Seconded by Scott, all in favor.

2. NHDES Environmental Fact Sheet concerning Snow Disposal Guidelines – no permitting needed
3. Email from David Connard to David Marazoff, copying to Selectmen, requesting the Town waive the \$5.00 tax due on a shed removed from his property. The Board agreed he will have to file Abatement form
4. Letter from Wilmington Trust requesting a waiver of penalty on Map 18/Lot 11 and enclosing inventory form. They did not ask for waiver of penalty on other properties. Mike will check to see if other inventory forms were returned.
5. Abigail asked where we stand on the Town Hall renovations - action points, fund raising, finalize drawings and estimates. She suggested asking Michael Petrovic and the Heritage Commission to attend a meeting soon to talk about where we stand on everything. Mike will set it up.

Correspondence

1. Chief Bell's Weekly report for week ending 12/17 and 12/24.
2. Memo to Department/Committee Heads & Chairs heads asking them for their reports for the Annual Town Report

3. Copy of contract between the Town and Monadnock Community Hospital signed by the Fire Chief and the Town Administrator
4. Appraisal Report from George Sansoucy, PE, for the utilities and special purpose properties in Frankestown
5. Budget-to-Actuals report through 11/30/14
6. Letter from Primex thanking us for staying with them through 12/31/2017
7. Invitation to a retirement party for Peter Beard, the Road Agent for Deering, NH on Saturday, January 10, 2015 from 1:00 to 4 p.m.
8. Letter from the Heritage Commission regarding snow plowing on the Common
9. Weekly Administrative Reports dated 12/12, 12/19 and 12/29/14
10. State Education Tax Warrant, which is included in our payments to the School District for \$452,169
11. Letter from the Trustees of Trust Funds regarding the fundraising efforts being reimbursed from the Thulander Museum Trust Fund and asking that the money not go through the trust fund in the future. The Board agreed to send a copy to Bill McAuley and ask that he discuss these ventures with the Board in advance going forward.
12. Monadnock Community Hospital is hosting a 2015 Legislative Breakfast on 1/30/2015 at 7:30-9:00 a.m. to discuss proposed healthcare legislation and the impact on the Hospital.

Liaison Report

At the School Board Meeting the Junior and Senior Class made a presentation expressing that they want to make sure that the Board is not taking dollars away from the class room when doing their efficiency review. They also indicated that they would like to have more interesting curriculum and programs. The first graders performed the pledge of allegiance in sign-language.

The Conservation Commission will meet on Monday 1/5/2015 at 7:30.

Old Business

Mike indicated that he has met with the budget advisory committee regarding the budget and discussed some of the following proposed changes to this year's budget from last year.

Executive - Mike added \$1,000 per year to executive wages to get caught up on projects in the office and reorganizing land use files so they are coordinated with the main files upstairs. Resurrected an old line for contracted services with a place-holder until the Board determines how they want to proceed regarding the consultant working with the Police Department. Alan Gould will be giving an update soon. Mike has also budgeted some money for hiring of other consultants. Miscellaneous has been bumped up to cover unscheduled expenses, such as a retirement party. There is no budget for this type of expense. The Town Report is increased because the cost went over last year. Postage, binding and number of pages affect the cost. Mike is working on getting quotes.

Revaluation - Postage has been decreased. The revaluation contract went up so the line item has been increased.

Legal - Expenses for utility value defense were lower last year but costs could go up as hearings are upcoming and discovery continues. It was decided to increase utility defense to \$17,000.

General Government Buildings - Janitorial was reduced by \$1,000 and maintenance was increased by \$1,000. IT is down \$500. Computer purchases were bumped up to cover the new Crimestar server for the PD and Mike's computer. It is projected to go back down the following year. Heating fuel is locked in but increased slightly. Facility repair/service was moved down and shifted into other accounts. Grounds keeping up \$2,000 for additional work that may be needed. Septic Service back up to \$2,000 for every-other year pumping.

Police Department - Professional development moved up to \$1,000 from \$200.

Welfare – Phyllis requested \$15,000 and it was increased to \$20,000. The Board agreed to stay at \$20,000 at this time

Patriotic Purposes – FIHS will now be donating flags, but they still need \$200 more for flag pole repairs.

Library – Abigail stated, based on a laptop the Library just purchased, that the line could decrease \$500.

It was decided to have a budget meeting with the Budget Advisory Committee on January 12, 2015 at 5:00 p.m.

NEXT BOARD OF SELECTMEN MEETING: January 5 at 6:30 p.m.

ADJOURNMENT: Abigail adjourned the meeting at 8:00 p.m.

Respectfully Submitted by Michael Branley

Approved on March 9, 2015

Board of Selectmen Chair, Abigail Arnold

Selectmen Scott S. Carbee

Selectperson Betsy Hardwick