

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

**February 24, 2014**

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

Staff Present: Town Administrator Michael Branley and Code Enforcement Officer Ed Hunter

Also present: Tom Anderson, Jeff Tarr, Janet Quilty, Polly Freese, Lisa Bourbeau, Judi Miller, BJ Carbee, Jan Hicks, John Arnold, Pat Terry, and Lindsey Arceci from the Monadnock-Ledger Transcript

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

**Appointments**

1. Greg Heyn from the Department of Revenue Administration – Greg stated this year Francestown will be undergoing an assessment review and revaluation of property values. Greg stated the assessment review is an audit of the Town's assessing documents and processes. Greg gave an outline of the DRA's role in the assessment review and the revaluation. Scott asked and Greg responded how different values in Town affect the ConVal School tax bills. Greg stated the State does its best to try to coordinate Towns in the same school districts to try to get them updating in similar years.

**Items to Sign**

1. Payables Manifest for February 24, 2014
2. Payroll Manifest for February 24, 2014
3. Application to the state for preliminary estimate to replace Bicknell's Bridge on Russell Station Road (Bridge #114/062)
4. Application to the state for preliminary estimate to replace Old County Road North Bridge (Bridge #091/142)
5. Building Permit for Map 3 Lot 20
6. Building Permit for Map 9 Lot 20-2
7. Pole Licenses from PSNH on Bennington Road

## **New Business**

1. Draft purchasing policy – There was a discussion regarding Abby Dawson's suggestion of a second, higher threshold and where to set one. The Board stated they would like Mike to send the draft around to all departments for their comments, for Mike to revise the draft, and then send to Town Counsel for a review.

## **Appointments (continued)**

2. Pat Terry from Crotched Mountain – Pat stated three shields have been installed at the top of the mountain and the remainder was ordered approximately two weeks ago. He also said there were a total of 38 shields ordered. Ed stated it would be helpful if Pat could provide a copy of the order to the Town and Pat stated he could.

## **Correspondence**

1. Letter from NHDOT granting expedited review on the Turnpike Bridge. Mike stated Chris Danforth said DES is nearly finished the review and would likely have it finished tomorrow and possibly an approval by the end of the week.
2. Letter from Abby Dawson regarding purchasing policy.
3. Mike's Weekly Update 2/23/14.
1. Request from Jack Munn to come to a Selectboard meeting in March to share results on a Piscataquog River Watershed study completed in 2013. The Board agreed to meet with him on March 24<sup>th</sup>.
2. Letter from Healthtrust regarding settlement agreement between Healthtrust and Property & Liability Trust.
3. Letter from NHDOT confirming CLD can advertise the Turnpike bridge project in March 2014.
4. Letter from Ron Cheney and Judy Badot complementing the Highway Department.
5. Letter from Comcast regarding the franchise check. Mike stated that the Comcast Agreement has lapsed and they would like to discuss a new agreement. The Board agreed that Mike could begin negotiations with Comcast regarding the Franchise Agreement.
6. Inspection Report for eight municipally owned bridges.

## **Old Business**

1. Scott stated at the Transfer Station during campaign season, in the past it has been recommended that candidates park to the left by the recycling paper container.

## **Administrative Update**

1. Mike said George would like to build a structure around the port-o-potty at the Transfer Station to make it warmer in the winter. The Board agreed that would be fine.
2. Mike spoke to Paul Lawrence and asked him to look at the warrant and correspondence with Town Counsel to see if he had any questions. Mike said Paul did have a list of

questions with one being does the Board want to have Town Counsel at Town Meeting. The Board agreed to have Town Counsel answer the list of questions and not have him come to Town Meeting.

3. Mike stated personnel evaluations needed to be finished and possibly be done on an off night meeting. The Board agreed to meet at 4:30 on March 6<sup>th</sup>.

**NEXT BOARD OF SELECTMEN MEETING:** Monday March 3<sup>rd</sup> at 6:30 p.m.

**ADJOURNMENT:** Betsy adjourned the meeting at 7:35 p.m.

Respectfully Submitted by Wendy Brien-Baker

Approved on March 31, 2014

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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