

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

BOARD OF SELECTMEN MEETING MINUTES

March 31, 2014

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

Staff Present: Town Administrator Michael Branley and Road Agent Gary Paige

Also present: Maureen von Rosenvinge, Tom Anderson, Betty Behrsing, Lisa Stewart, BJ Carbee, Charlie & Sarah Pyle, Ben & Robyn Haubrich, John Arnold, Henry Kunhardt, Judi Miller, Herb & Rosa Bromberg, Jan Hicks, Polly Freese, Guy Tolman, Dennis Orsi, Jack Munn and Gabe Bollund from Southern NH Regional Planning Commission, and Lindsey Arceci from the Monadnock Ledger Transcript

CALL TO ORDER: Betsy called the meeting to order at 6:01 p.m.

Appointments

1. Maureen von Rosenvinge – Maureen stated LCHIP has changed their grant deadline from October to the end of July, which is throwing off the proposed schedule. Maureen stated she would like to change the plan slightly and do the grant applications in stages, with a smaller stage this year of approximately 2/3rds of the project. Maureen said the smaller stage would include the bump out, removal of support posts, furnace and basement south wall upgrades. Abigail stated she would like to have a work session with Maureen within the next two weeks. Maureen stated she thought the next week might work. Maureen said she and Mike Petrovick are looking at May 6 for the first public hearing, which will focus on the limitations of the building and the property. The Board and Maureen agreed to try to meet on April 9 at whatever time works best for Maureen and Mike P. There was a discussion of what information needs to be finalized for the LCHIP grant application. Maureen stated the Heritage Commission wants to sell the naming rights of the windows for donations and the Board agreed it made sense. Maureen asked if a brick walkway with recognition bricks was a good idea and the Board agreed it was. Maureen stated it is important to remember that all money that is spent on the building will go towards the Town's match for grant purposes. Abigail asked about surveying the lot line behind the Town Hall and Maureen stated Mike P. has started the research and will have it done soon. Maureen confirmed that Mike P. would be putting together a written agreement regarding exactly what he is donating. Maureen asked who would start writing the Moose Plate Grant and Mike said he would start it.

Scott stated he and Mike met with Jim Doherty and looked at the cupola of the Town Hall for painting and repairs. Jim Doherty works with Phil D'Avanza on projects like this so the full potential of the rented lift can be utilized. Scott said we have received a quote for approximately \$16,000 for the work on the copula and the woodwork of the

railings and approximately \$10,000 for the work on the three faces of the clock. He said they would like to start the work early May but because of the grant process it may have to be late summer. Mike stated the Board should decide whether they want to get more quotes for either project and there was a discussion regarding this. The Board agreed that because this is specialty work and the need for restoration specialists is evident they did not need to get multiple bids for the project and agreed to use Phil D'Avanza for the clock and Jim Doherty for the copula.

MOTION: Scott made a motion to send a deposit of \$2,500 to reserve the lift for work on the clock and copula. Seconded by Betsy. All in favor.

2. Road Agent Gary Paige – Gary stated he would like to move forward on the wetlands permitting for the Scoby Road Bridge Project. Gary stated he received quotes from CLD for \$15,168 and Meridian for \$7,500. Abigail asked about the timeframe and Gary stated both can start anytime.

MOTION: Scott made a motion to hire Meridian for wetlands permitting for \$7,500 plus reimbursable expenses. Seconded by Betsy. All in favor. Betsy signed the proposals on behalf of the Board.

3. Jack Munn and Gabe Bollund from Southern NH Regional Planning Commission – Jack explained that the Piscatasquog Watershed Stream Crossing Vulnerability Assessment Project would help assess water flowing through culverts and its impact on them. He said they will be sending out the report in a couple of weeks with maps showing the crossing culvert locations with a rating as to whether they pass or fail the 2, 10, 25, 50 or 100 year storm. They gave a brief presentation of the reasons for conducting this assessment. Gary asked how far down in size did they evaluate and the answer was 6 inches.

Items to Sign

1. Letter to the Office of Energy & Planning request they change the regional planning commission boundaries to move Frankestown into the Southern Region
2. Junkyard License for Map 5 Lot 55
3. Intent to excavate for Map 3 Lot 51
4. Building Permit for Map 8 Lot 48
5. Payables Manifest for 3/31/14
6. Payroll Manifest for 3/31/14

New Business

1. List of committee and board openings. The Board agreed to post the openings and send letters to folks with positions that are expiring. The following is what is open:

Zoning Board	2 openings and 1 alternate opening
Budget & Advisory Committee	1 opening

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| Conservation Commission | 3 openings and 1 alternate opening |
| Heritage Commission | 1 opening |
| Waste Disposal Committee | 2 openings |
| Patriotic Purposes Committee | 1 opening |
| Recreation Committee | 2 openings |
| Highway Safety Committee | 3 openings |
2. Letter from Primex with a Schedule of Exposers.
 3. Letter from Library Trustees requesting Janet Hicks be reappointed for another term as alternate to the Board of Trustees for the Library.

MOTION: Abigail made a motion to appoint Janet Hicks as an alternate to the Library Board of Trustees. Betsy seconded. All in favor.

4. Reconciliation summary for the general fund for February.
5. Proposal from Target New England for the restoration of the copula on the Town Hall.
6. Abigail said she wanted to follow-up on the purchasing policy discussion and suggested taking the draft and change section 2 on authority to read “this policy is compatible with and augments article 17 of 2001 Town Meeting” and post it for review. The Board agreed to post it and return to it at a later date to discuss.
7. Mike said as part of obtaining the grant for the clock face he has been asking for letters of support including asking legislators. He said Representative Williams will be coming this Wednesday at 1:00 to take a tour and hear the history and Scott agreed to attend.

Correspondence

1. Chief Bell’s report of 3/24 to 3/30
2. Letter from Silas Little regarding a property on Avery Road.
3. Letter from David Marazoff regarding his assessing business going from a sole proprietorship to an LLC called M & N Assessing Services.
4. Mike’s Weekly Report March 28.
5. Copy of a letter Ed Hunter sent to Crotched Mountain Ski & Ride regarding their non-compliance with the Zoning Board’s decision.
6. Right to Know request from Lisa Bourbeau on road inventory information.
7. Copy of a letter from Scot Heath expressing an interested in being a full member on the Conservation Commission

Administrative Update

Mike said Amy St. Cyr contacted him requesting to use the Town Common for the Community Church to do an Easter Egg Hunt on April 12 and the Board agreed this was okay.

Mike said Tim Greene is planning to be at the meeting on April 14 to discuss the audit.

Mike said the Thulander Trust fund received \$200 from Frank Hanchett for its first donation.

Mike said he spoke to Becky and scheduled the meeting with the Waste Disposal Committee for April 28.

Mike said today was the opening of the 2nd NH Turnpike Bridge bids and CLD's estimate was about \$687,000. From low to high the bids were as follows:

George Cairns	\$682,323.80
Hansen Construction	\$720,027.00
Cold River Bridges	\$773,742.50
Methuen Construction	\$781,680.00
Neil Daniels	\$794,730.00

John Byatt from CLD will be reviewing the proposals and confirm the bond and will request approval from DOT.

Mike said he got a letter from Chief Bell regarding the trade in of the crown Victoria. Mike asked the Board to approve a check for \$24,306 to purchase the new cruiser.

MOTION: Scott made a motion to approve the check for \$24,306 to Hillsboro Ford to purchase a new cruiser. Abigail seconded. All in favor.

Mike asked if the Board would like to not hold their meeting on April 7 since they will be meeting on April 9. The Board agreed to cancel their meeting on April 7.

Approval of Minutes

January 16, 2014 as amended
 February 17, 2014 as written
 February 24, 2014 as written
 March 3, 2104 as written
 March 6, 2014 as written
 March 17, 2014 as amended
 March 24, 2014 as written

Ben Haubrich asked if the culvert information would be available to the public online. The Board was unsure but thought it may be posted on the Southern NH Regional Planning Commission's site.

Polly asked when the scenic road hearing would be for the trees being cut on 2nd NH Turnpike. The Board said they had not been informed when it would be yet.

Betsy stated at 7:30 p.m. the Board is going to host a public hearing regarding the adoption of the hazard mitigation plan update for 2014, which is required to be updated every five years. It is used to apply for grants, such as the culverts. It was worked on by Lisa Murphy from Southwest Regional Planning Commission, Betsy Hardwick, Chief Kullgren, Mike Branley, Gary Paige, Linda Kunhardt, Chief Bell and Kevin Holdredge. It has to go to FEMA for review before it can be adopted.

At 7:30, Betsy asked for any questions or comments from the public on the proposed Hazard Mitigation Plan and there was none.

The Board approved the Updated Hazard Mitigation Plan.

MOTION: Betsy made a motion to enter nonpublic session seconded by Scott pursuant to RSA 91-A:3, II (a) personnel.

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 7:35 p.m.

At 7:50 p.m. 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 would affect adversely the reputation of any person other than a member of the public body itself, until – in the opinion of a majority of the members – the aforesaid circumstances no longer apply.

NEXT BOARD OF SELECTMEN MEETING: April 9, 2014 time to be determined

ADJOURNMENT: Betsy adjourned the meeting at 7:51 p.m.

Respectfully Submitted by Wendy Brien-Baker

Approved on April 28, 2014

Board of Selectmen Chair Betsy Hardwick

Selectman Scott S. Carbee

Selectperson Abigail Arnold