

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

May 12, 2014

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

Staff Present: Town Administrator Michael Branley

Also present: BJ Carbee, Lisa Bourbeau, Polly Freese, Dennis Orsi, Ben & Robyn Haubrich,
Tom Anderson and John Arnold.

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

Items to Sign

1. Payroll Manifest 5/12/14
2. Payables Manifest 5/12/14
3. Updated Public Assistance Guidelines previously approved
4. Resolution authorizing the sale of not more than \$400,000 Grant Anticipation, moved by Betsy and seconded by Scott. All in favor.
5. Proposal for architectural services from Catlin & Petrovick Architects PC
6. LCHIP Stewardship Agreement for the Town Hall. Mike stated this is a required component to close out the grant the Town received in 2012.
There was a discussion regarding the baseline document and photos that need to be taken for the current status of the building. Dennis Orsi asked who is heading the Town Hall project, the Heritage Commission or the Selectmen and it was answered that it is a collaborative effort.
7. Intent to Cut Map 3 Lots 42 & 42-2
8. Intent to Cut Map 6 Lot 79, Map 3 Lots 31 & 31-1
9. Veteran's Tax Credit Application Map 1 Lot 2-3
10. Timber Tax Grading Map 3 Lot 90
11. Property Tax Warrant for the first issue tax bills.

New Business

1. Mike stated he had gone to the LCHIP workshop and spoke to Amy Dixon from LCHIP and she offered to visit and help with the old grant and the new grant. Mike said he met with her Thursday and she gave instruction on what was needed for the old grant and informed us that the Stewardship Agreement puts some limitations on what we can do with the building. Her suggestion was to contact James Garvin the former state

architectural historian to consult and inform us what the significant historical characteristics of the building are to use as a road map in applying for the grant. There was a discussion regarding the guidelines and needing help with understanding them and the hiring of James Garvin. The Board agreed to have Mike hire James Garvin. Mike said the Heritage Commission received a donation and agreed to hire Barbara Miller to help with the new grant application and to close out the previous one. Mike said he has been in contact with Barbara and will be setting up a meeting and extended the invitation for members of the Heritage Commission or the Select Board to attend.

MOTION: Betsy made a motion to authorize the Heritage Commission to accept a donation for the hiring of a grant writer. Seconded by Scott. All in favor.

Mike said there will be a brief meeting with Mike Petrovick this Wednesday May 14.

Dennis Orsi asked if the suggestions of moving Town Offices to the Town Hall and consolidating Town owned buildings would be addressed. Scott said the focus at the present time is the Town Hall and discussed the past events leading to where all of the town functions are housed currently. Abigail said she felt there should be some discussion about this and potentially moving the Police Department into a couple of suggested locations.

Correspondence

1. Mike's Weekly Update 5/12/14
2. Letter from Stantec Consulting Services regarding status of Groundwater Quality Monitoring for the Tri-Town Landfill.
3. Copy of a letter from State of NH Board of Tax and Land Appeals to Henry Kunhardt regarding the appeal of the Francestown Village Water Company.
4. Weekly Police Report 5/2 to 5/8
5. Copy of a memo to Chief Kullgren, Chief Bell and Kevin Holdredge regarding an update on 2nd NH Turnpike Bridge construction.
6. Notice from the Francestown Village Water Company regarding their annual meeting. There Board reviewed the paperwork and there was a discussion regarding emergency water. The Board agreed Abigail would attend the annual meeting.

Liaison Reports

1. Scott reported the Fishing Derby was a success.
2. Scott said at his SAC meeting later this month there will be a presentation on Common Core.

Old Business

1. Committee Appointments – Betsy stated the Zoning Board has 2 openings and 1 alternate opening with 4 people that submitted letters of interest (Michael Jones, Charlie Pyle for a regular member, Janet Hicks for an alternate and Bob Lindgren for either). BJ asked if a

person could serve on both the Planning Board and the Zoning Board and Mike answered yes but it is not ideal because sometimes the cases overlap. The Board agreed to wait until clarification can be given on the current number of members.

MOTION: Betsy made a motion to appoint the following:

Abby Dawson to the Budget Advisory Committee
 Don Shuffleton, Scot Heath and BJ Carbee to the Conservation Commission as regular members
 George Sanderson – expiring 2017, Kelly Marshall – expiring 2016 and Polly Freese – expiring 2015 to the Conservation Commission as alternate members
 Barbara Caskie - expiring 2017 and Lisa Stewart – expiring 2015 to the Heritage Commission as regular members
 Charles Blattman and Mike Tartalis to the Waste Disposal Committee Scott Carbee to Patriotic Purposes
 Christina Wohle to the Recreation Commission
 Scott seconded. All in favor.

Betsy stated there are still openings on the Highway Safety Committee and the Recreation Commission.

Administrative Update

1. Mike said he had someone approach him about getting permission to use an ATV on Muzzey Road. Betsy believes they need to come to speak with the Board and confirm that they understand the RSA.
2. Mike said he had information regarding what the tax impact would be if Mr. Bosman purchased the town lot he had asked about If he put his current lot into current use the tax reduction would be approximately \$1,800 per year. The Board agreed to have Mike find out what Mr. Bosman was willing to pay for the lot.

The Board began discussing the status of Cressy Hill Road and Betsy recused herself. In response to questions from the site walk, Mike read questions from an excerpt from the book “A Hard Road to Travel” regarding three ways of reclassifying a road. There was a discussion regarding there being no paperwork since it was classified as Class VI versus the fact it has been maintained as a Class V since 2007 which the statute says constitutes a change to Class V. Abigail stated she felt the Board was clarifying an action of a prior Board to maintain the road up to the bridge. Scott said he has not seen any documentation to prove maintenance has been done on the road. Abigail stated that is the case for several roads and bridges. There was more discussion regarding maintenance and under RSA 43 allowing the court to make the determination. Mike asked the Board how they would like to respond to DOT and Scott said he would like to report that it is Class VI all the way to Russell Station Road. Abigail stated she does not think we can respond. Scott stated he would not make a decision in public tonight and would like to take it up next week.

Approval of Minutes

The Board approved the minutes from April 28 as amended.

BJ asked that a copy of the contract with Catlin & Petrovick Architects PC be given to the Heritage Commission.

NEXT BOARD OF SELECTMEN MEETING: Monday, May 19 at 6:30 p.m.

ADJOURNMENT: The meeting was adjourned at 7:35 p.m.

Respectfully Submitted by Wendy Brien-Baker

Approved on June 9, 2014

Board of Selectmen Chair Betsy Hardwick

Selectman Scott S. Carbee

Selectperson Abigail Arnold