

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

**July 28, 2014**

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

Staff Present: Town Administrator Michael Branley

Also present: Harry Woodbury, Betty Behrsing, Lisa Bourbou, Judi Miller, Polly Freese, BJ Carbee, Ben & Robyn Haubrich, Stewart & Carol Brock, All BAC members, Harry Woodbury, Charlie & Sarah Pyle, Pam Finnell, Tom Anderson, and others unknown.

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

Abigail stated we have an opening on the Budget Advisory Committee and the Waste Disposal Committee and have received a letter of interest for both.

**MOTION:** Betsy made a motion to appoint Stewart Brock to the Budget Advisory Committee and Lee Davis to the Waste Disposal Committee. Seconded by Scott. All in favor.

**Items to Sign**

1. Payables Manifest 7/28/14
2. Payroll Manifest 7/28/14
3. Welfare Lien
4. Building Permit Map 16 Lot 7
5. Building Permit Map 6 Lot 69-1
6. Tax exemption applications. There was a discussion regarding all applications and the recommendations of the staff.

**MOTION:** Abigail made a motion to grant tax exempt status for 2014 for New England Forestry Foundation for Map 6 Lot 55 only and to deny Map 3 Lots 5 and 1. Seconded by Scott. All in favor.

**MOTION:** Abigail made a motion to grant tax exempt status for 2014 for all properties owned by the following organizations: Old Meeting House, Community Church of Francestown, Francestown Improvement & Historical Society, Francestown Village Water Company, Contoocook Valley School District and Crotched Mountain Foundation. Seconded by Betsy. All in favor.

## **New Business**

1. Proposal from St. Jean's Auctioneers regarding the Wilson Hill Road tax deeded property with a cost of \$2,850 and based on a reserve bid of \$25,000. There was a discussion regarding the removal of the personal property prior to the auction.
2. Scott said there has been a failure on the platform of the scales at the Town Common. Scott said Warren has looked at it and he thinks it needs some minor work below and a new deck which will be approximately \$700 for materials. There was a discussion regarding who authorized Warren to take the decking apart and Betsy felt it was not appropriate for Scott to make that decision alone. Abigail asked Mike to draft a memo to be sent to Warren, the Department Heads and for posting advising of the procedure of handling directives from the Board of Selectmen. The Board agreed to have Gary look at the scales to give his opinion on what is needed to replace the deck.

## **Correspondence**

1. Letter from NHDOT regarding a reimbursement of approximately \$99,000 for the Turnpike bridge.
2. Letter from NHDES Commissioner Burrack granting the Town's request to expedite the wetlands permit for the Scoby Road bridge.
3. Letter from Nancy Mayville NHDOT confirming revisions to the Woodard Hill bridge proposal.
4. Letter from Nancy Mayville NHDOT for a change order for the Turnpike bridge regarding utility changes.
5. Letter from Nancy Mayville NHDOT regarding the review of the engineering study for Juniper Hill over Brennan Brook bridge and the type of bridge to be used.
6. Letter from Nancy Mayville NHDOT regarding the Highway Block Grant estimated payments.
7. Notice regarding a meeting of the ConVal District Study Committee being held on August 13 at 6:00 p.m.
8. Mike's Weekly Update July 24
9. Mike said after reviewing the mid-year budget figures it looks like we will be in a position to do the work on the Library chimney this year and asked if the Board would like him to get a second price on the work and the Board agreed.
10. Mike said there is \$2,500 in the budget for facility painting and said he would like to get pricing for painting the horse sheds. The Board agreed.
11. Mike said the contract has been signed for the painting of the Fire Station and Town Hall and was given a completion date of before Labor Day.
12. Copy of the 2014 Groundwater Monitoring Summary Report for the Tri-Town Landfill.
13. Bank Reconciliation for month ending May 31.
14. Preliminary assessment values for the Town with a prior total assessment value of \$229,130,165 and the preliminary revised 2014 total value is \$204,210,931 with most of the change appearing in the value of land. Mike said this is a decrease of approximately 11% overall. Mike said letters to residents with their new preliminary value will be going out this week and the informal hearing dates will be August 9, 11 & 13 with one being a

weeknight and a weekend day. The Board discussed having the Assessors present their values at the next meeting on August 4.

### **Appointments**

1. Harry Woodbury – Harry said he was here on behalf of the Hill Trust to present an informational powerpoint on the Pleasant Pond Dam put together by Jim Webber of the Dam Bureau. Some points discussed in the presentation were that Pleasant Pond is considered a Great Pond because it is more than 10 acres, there has been some leakage to the dam over the years with brush growing around it that needs to be trimmed regularly and the concrete is eroding. Harry said they try to take all the boards out of the dam in the fall which lowers the water about 2 ½ - 3feet and the boards go back in when the ice melts at different times for different levels of water. Harry said this year there has been so much rain that it is hard to tell how much leakage there is and the sandbags that were put into the dam in 2010 have started deteriorating. Harry said the Hill family is looking to transfer ownership of the dam. Harry said it could possibly be around \$250,000 to fix the dam. There was a discussion regarding what group could take ownership of the dam.
2. Budget Committee – Mike gave an overview of how the budget is looking at mid-year and said that it is about even to where it was expected to be. Mike described some timing factors that have impacted several budget accounts. Mike said revenues overall are strong, with not much unanticipated revenue although we did get premium holidays from Health Trust and Primex. Charlie asked what everyone was thinking about a budget process heading into the fall and said it was helpful to have Mike sit with the Budget Committee to go over everything earlier than last year. He would also like to see a meeting dedicated to just the budget instead of trying to meet and discuss it on a regular meeting night. The Board agreed.

### **Administrative Update**

1. Mike said he spoke to the auctioneer about the East Road property and they didn't feel it was a good fit for an auction, but would be better for traditional marketing. The Board asked Mike to find out if Town Counsel suggests having a Realtor handle the transaction and if he does not, what is the best process.

### **Approval of Minutes**

**MOTION:** Betsy made a motion to approve the June 23 minutes as amended and the June 16 & 30, July 14 & 21 as written. Seconded by Scott. All in favor.

Pam Finnell joined the meeting and there was a discussion regarding Elaine McClary's retirement party. Mike said they would like to have it on August 16 on the Town Common from 12-2p.m.

There was a discussion with Pam regarding the transition of the person taking over as Town Clerk and Tax Collector, including possible future changes to the pay/fee schedule and combining the positions.

**MOTION:** Scott made a motion to appoint Pam Finnell as Tax Collector effective August 18. Seconded by Betsy. All in favor.

Pam said she has been conducting interviews for the deputy position for both Town Clerk and Tax Collector and will have a final decision and recommendation to make by the end of this week.

**NEXT BOARD OF SELECTMEN MEETING:** August 4<sup>th</sup> at 6:30 p.m.

**ADJOURNMENT:** Abigail adjourned the meeting at 8:05 p.m.

Respectfully Submitted by Wendy Brien-Baker

Approved on August 25, 2014

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Board of Selectmen Chair Abigail Arnold

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Selectman Scott S. Carbee

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Selectperson Betsy Hardwick