

TOWN OF FRANCESTOWN

OFFICE OF SELECTMEN

27 MAIN STREET • P.O. BOX 5

FRANCESTOWN, NEW HAMPSHIRE 03043-0005

BOARD OF SELECTMEN MEETING MINUTES

September 15, 2014

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

Staff Present: Town Administrator Michael Branley, Police Chief Stephen Bell, Library Director Carol Brock

Also present: Budget Advisory Committee Members Charlie Pyle, Henry Kunhardt, Nick Wilder, Bill McCauley, Polly Freese, Judi Miller, Library Trustees Paul Lawrence, Debra Rodgers, Elizabeth Lavallee, and Jan Hicks Tom Anderson, Tony Ludwig, and Stephen Morrissey

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

Appointments

1. Police Chief Stephen Bell – Chief Bell reported there was a burglary on Russell Station Road; ran radar by mill village during times mentioned by Fletcher Taft and the highest speed out of 62 cars was 38 mph in 45 minute period of the morning. Abigail asked Chief Bell to let Fletcher know.

Items to Sign

1. Payables Manifest for 9/15/14
2. Payroll Manifest for 9/15/14
3. Copy of the MS-1 to be submitted
4. Contract for Scoby bridge

Correspondence

1. Letter from Keith Humphries stating the Town Beach lease agreement expires next summer and indicates they would like to discuss continuing the relationship with the Board six month prior to that expiration. The Board agreed to put him on an upcoming agenda that works with his schedule.
2. Weekly Police Report 9/5 to 9/11
3. Mike's Weekly Update 9/12/14
4. Notices of valuation for PSNH, Comcast, TDS and FairPoint from George Sansoucy.
5. Request from CASA for budget funding.

6. Letters to various town departments from CLD regarding the crossing of Brennan Brook for Woodard Hill and Juniper Hill bridge projects next year.
7. Copy of the reply to the Board of Tax & Land Appeals regarding an appeal from Crotched Mountain Golf Club of their 2013 abatement.
8. Transmittal letter and plans from CLD regarding the bridge projects on Woodward Hill and Juniper Hill.

Appointments (continued)

2. Tony Ludwig and Library Trustees – Tony presented pricing for the chimney caps at the Library. There was a discussion regarding staging and the soffit work.

MOTION: Scott made a motion to hire Tony Ludwig to replace the chimney caps and do soffit work per his proposal. Seconded by Betsy. All in favor.

Debra talked about her concern with the water damage that had occurred two weeks ago causing damage to the basement, potential health issues and library programs not being able to be held because of the odor that is present now. There was a discussion regarding a solution, including a perimeter drain, bricking up the windows and/or a rubber membrane. The Board discussed and agreed to have Henry Kunhardt prepare a list of action items to be completed at the Library. Debra asked if the Town's insurance would cover carpet replacement and the Board did not think so.

3. Budget Advisory Committee 2015 Budget Discussion- Abigail stated Mike put together a preliminary list of factors to keep in mind. Abigail said we have a \$30,000-\$40,000 a year increase in the CIP Plan to keep it moving forward and in 2016 may have the cost of a bond for the Town Hall. Abigail said other expected increases may include \$4,000 for Hazardous Waste Day, \$4,000 for Avitar Software for Town Clerk and a possible wage increase. She said taking into account those estimated increases and some savings elsewhere we are looking at an approximate increase of \$20,000. Mike went over the highlights of his 2015 preliminary budget memo. Charlie said he would like to have a meeting devoted to just the budget in late November or early December and would like to have Mike attend a Budget Advisory meeting to go over the details of the budget early. There was a discussion when to have the meetings with the Department Heads. It was agreed to meet on November 17 to receive the budget and at a later date meet with Department Heads. Mike asked the Board what direction they would like to see the budget go towards in order to be able to guide the Department Heads. A discussion ensued and it was agreed to request a level services budget other than some items previously talked about. Scott said we need a cost estimate for snow removal of Main Street to review. Mike asked if the Board wanted to consider putting any of the milfoil treatment costs into the regular budget and after a discussion the Board agreed it worked well the way it is currently done as individual warrant articles. Abigail asked if the Board had items they wanted to see in the CIP Plan. Scott said the Heritage Commission discussed putting money away for the painting of the East and West sides of the Town Hall and structural supports need to be done on the horse sheds in the future also. Bill said the floor in the basement of the museum needs to be finished. Abigail asked if the Board wanted to do anything with the buildings needing to be demolished at the ski area

and the consensus was not now. Mike said the Town Office needs painting and window replacements. Abigail asked that we get some numbers and information on the ventilation system needed at the Fire Station. Mike said a project for 2016 is painting the windows and the trim at the Library which would include applying for a grant in 2015. Mike said Chief Kullgren has talked about installing vinyl towards the end of the plan around 2020. Abigail pointed out that decisions will need to be made regarding the Annex/police station and a discussion ensued. The Board decided they will formalize their CIP requests at a later meeting.

Administrative Update

1. Mike reported that 2nd NH Turnpike bridge is now open to traffic.

Approval of Minutes

The Board approved minutes of August 25th as amended
The Board approved minutes of September 8th as written

NEXT BOARD OF SELECTMEN MEETING: Monday 9/22 at 6:30 p.m.

ADJOURNMENT: Abigail adjourned the meeting at 8:27 p.m.

Respectfully Submitted by Wendy Brien-Baker

Approved on September 22, 2014

Board of Selectmen Chair Abigail Arnold

Selectman Scott S. Carbee

Selectperson Betsy Hardwick