

TOWN OF FRANCESTOWN

OFFICE OF SELECTMEN

27 MAIN STREET • P.O. BOX 5

FRANCESTOWN, NEW HAMPSHIRE 03043-0005

BOARD OF SELECTMEN MEETING MINUTES

MONDAY, NOVEMBER 2, 2015

Selectmen Present: Chairperson Abigail Arnold, Brad Howell, and Scott Carbee

Staff Present: Town Administrator Jamie A Pike

Also present: Mike Petrovick, Becky Moul, Henry Kunhardt, James Gann, Sue Cripps, Elly Miles, Guy Tolman, Betty Behrsing, Polly Freese, Robin Haubrich, Pat Thalhauser and others.

CALL TO ORDER: Chairperson Arnold called the meeting to order at 6:30 pm.

Michael Petrovick, Town Hall Status

Mike Petrovick stated that he and Michael Bruss met with MacMillan Construction on Friday. The original plan was to present a price to the Town at the end of November. They would like to push that back to December 7. They have decided to bid the project themselves. Packages are being put together this week. McMillan Construction will attend the December 7 Board of Selectmen meeting with Mr. Petrovick and they will present their guaranteed maximum price for the project. They will also give their absolute minimum price. Additions and deletions can be made from there.

Becky Moul, Transfer Station

Becky Moul said she finally received the quote from Wilson Concrete for the pad for scrap metal. For a 45' x 50' x 6" pad, with 2 rows of rebar around perimeter and 6 x 6 wire mesh, the cost of labor and materials would be \$10,500. The Highway Dept. would have to do some prep work prior to the pour and Becky has spoken to Gary Paige about it.

NRRA Revised Contract

Jamie Pike explained the new proposed contract for NRRA for the contract term of November 1, 2015 through September 30, 2017 as follows:

- The Town has added a 90-day no fault termination clause so the Town can go out to bid at any time.
- NRRA requested 180 day written notice by either party for substantial failure to perform (it was 20 days).
- In the indemnification clause NRRA agrees to indemnify, hold harmless and defend the Town its officers and employees from any claims.
- The major pricing change is for the mixed paper and co-mingles going to a haul price of \$425.00 per load, we will pay one haul fee if we can do tandems.

The Board discussed some changes they would like to see made to the proposed contract. They felt the language for a 180 day written notice for failure to perform and the 90-day termination clause are conflicting. There was also discussion regarding the last contract with NRRA and the differences between the two. The Board hopes to finalize the contract soon.

Consent Agenda

- A. 11/02/2015 Check Manifest
- B. Intent to Cut - Walter Rohrscheib Map 6 Lot 5

A motion was made by Mr. Carbee and seconded by Mr. Howell to approve the consent agenda A through B as presented. **Motion passes.**

New Business

- A. Crotched Mountain Abatement in the amount of \$26,383.06 for 2 years (not including this year)
- B. 3rd Quarter Budget Review - Mr. Pike reviewed the budget to September 30, 2015 and suggested requesting the department heads trim 2.5% from their budgets for the last two months of the year. Ms. Arnold suggested that the department heads hold the 2.5% until mid-December and if the budget allows they will be allowed to use the same.
- C. Employee Appreciation Dinner – Ms. Arnold discussed the options for the Employee Appreciation Dinner. After discussion, a motion was made by Mr. Carbee and seconded by Mr. Howell to cancel the Employee Appreciation dinner for this year. **Motion passes.**
- D. There was further discussion regarding end of year spending, and a mis-understanding between a Board member and a contractor. To alleviate any future problems, Mr. Howell suggested that any requests for quotes or services from vendors be between the Town Administrator and the vendor to provide a stricter flow of information to the Board.
- E. 2016 Proposed Budget Presentation – Mr. Pike provided the Board with an overview of the proposed budget. It was explained that he had made some formatting changes to the presentation of the budget, as a manner of better organizing the information to provide the capability of quick looks to determine function areas within each department. Overall the budget is for level services across all departments. There is still work to be done on the Police budget to determine appropriate levels of staffing and the costs associated with that staffing. The Board reviewed in detail the portions of the budget they are directly responsible for, including Executive and General Government Buildings. The Board discussed building projects to be completed in 2016. Project discussions include the painting of the Horse Sheds and the Annex as well as the window restoration at the Library. Further discussion on projects will continue at a future meeting.

Correspondence

- 1. Press Release from Police Department for 10/26 to 11/1
- 2. Weekly Report from Chief Douglas
- 3. Monthly Report from Dog Officer for October
- 4. Memo from Upton & Hatfield regarding the Fairpoint Litigation
- 5. Letter from Town Counsel indicating the Court has rejected the Plaintiff's Motion for Reconsideration

Liaison Reports

Mr. Carbee reported on the most recent SAC meeting. The primary topic was regarding the adoption of a 5-year strategic plan. The format going forward with the preparation of the plan was taken from the Hollis/Brookline model as it best fit the dynamics of the district. The Student Council was also in attendance of the meeting, and expressed their desire for more building and trades classes to be offered within the district as they currently have to attend other schools for these types of offerings.

Other Business

Ms. Arnold reminded the Board that there was a CIP meeting on Tuesday, November 10th.

Pat Thalhauser asked about the final cost for the renovation of the Town Hall, and thought it would only be fair for the Town to have another vote on the funds to appropriate for the project to keep the Town's portion proportionate with the remaining funding sources. It was explained by Mr. Howell that MacMillin Construction is currently bidding out the project, so that a final "Guaranteed Maximum" price can be presented. Mr. Howell sympathized with Ms. Thalhauser's frustration with the process to date, but explained that this course of action is part of the overall process. The Board is expected to meet with the project organizers on December 7th to review this final costing.

Mr. Gann asked the Board what the term of the bond issue was for the Town Hall project. It was stated that currently the projection is for the issuance of a 10 year bond for the project.

NEXT BOARD OF SELECTMEN MEETING: Monday, November 9, 2015 at 6:30 pm.

ADJOURNMENT: Chairperson Arnold adjourned the meeting at 7:52 pm.

Respectfully Submitted,

Jamie A Pike

Not approved until signed.

Abigail Arnold

Scott Carbee

Brad Howell