

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

March 23, 2015

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

Staff Present: Town Administrator Michael Branley

Others Present: Fred Douglas, Steve Campbell, Tom and Kay Anderson, BJ Carbee, Guy Tolman, James Gann, and others unknown.

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

MOTION: Pursuant to RSA 91-A:3 II(b), the hiring of any person as a public employee, Scott made a motion to enter nonpublic session at 6:31 p.m., seconded by Brad Howell.

Roll call to enter nonpublic session:	Abigail Arnold, Chair	Aye
	Scott Carbee	Aye
	Brad Howell	Aye

Other persons present during nonpublic session: Michael Branley, Steve Campbell and Fred Douglas

Description of matters discussed and final decisions made:

Steve stated he met with Glenn over at the police station and it was clear that there is a lot of work. Fred outlined some of the priorities for the department had had identified so far. The Board, Fred and Steve discussed the major items to work on.

The Board discussed hiring three people Steve had spoken to as part-time officers at \$20/hr and directed Fred and Steve to get background checks.

MOTION: Scott moved to hire Fred and Steve at \$25/hr, seconded by Abigail. All in favor
So Moved.

MOTION: Scott made a motion to leave nonpublic session and return to public session, seconded by Abigail. All in favor.

So Moved.

Public session reconvened at 7:25 p.m.

Abigail said that the Board of Selectmen has voted to hire Fred Douglas, the former Police Chief of Milford, and Steve Campbell, the current Police Chief of Bennington. Fred Douglas will

work as the administrative manager, and Chief Campbell will be the officer-in-charge. Pursuant to mandatory regulations and as with all sworn officers, we will run a background check on Chief Campbell which may take few days. Both will start immediately.

Chief Campbell introduced himself. He stated he served in the Airforce for 21 years and then came to NH. He has been with the Bennington Police Department since 1994 and has been the Police Chief since 1996. When he heard of the situation in Francestown he offered to help. He was then asked to be the officer-in-charge to help get the Police Department back on track and help hire other part-time officers. He plans to work on staffing the PD, perform some patrols and get out and meet the public and hear what they want.

Polly asked about the timeframe of the Chief's upcoming retirement from Bennington. The Chief stated that he plans to retire from Bennington in about 6 weeks. He said in early September he plans to move down south. Abigail noted that Steve and Fred are a transitional team and will advise the Town how to move forward. It was asked if he would be advising the Town whether they should hire a full time chief or a part time chief. The Chief indicated that he was not planning to be involved in that decision.

Fred Douglas indicated he has lived in Lyneborough all his life. He started as a part time police officer in 1977 in Mont Vernon. In 1979 he was hired by the Milford PD and over time moved up the ranks. He continued to serve until 1999 when he was appointed as Interim Police Chief while the Town searched for a permanent replacement. At that time the Police Department went through a management audit by MRI who made 106 recommendations. In 2000 Fred became the permanent Police Chief. During the following 3 years he and his staff implemented 103 of the 106 recommendations made by MRI. Fred retired after 12 years as Police Chief in Milford on June 30, 2012. He currently serves on the Board of Selectmen in Lyneborough. Through phone calls with Mike, he agreed to get involved in the Francestown Police Department reorganization in an administrative capacity. He went on to explain how he would like to review the policies, organize the department, create Standard Operating Procedures and train officers in the (SOPs) and implement other measures as necessary.

Guy Tolman asked who performed the clerical function in the past or if it was a new function. Abigail responded that he is describing the administrative responsibilities of the Chief. Guy went on to ask why the administrative function wasn't addressed before. James Gann commented that it appears that the Town has created an entire administrative level that the PD didn't have before. Abigail stated that the Board is trying to implement procedures that were lacking in the PD in the past. Scott stated that the "whole in the dike" has been patched and Fred and Chief Campbell are assisting in that regard.

Kay asked if the creation of SOPs should have been accomplished by a full time Chief in an 8 hour day, 5 days a week. Fred estimated that if he worked only on SOPs it would take about a month to finish them. Kay stated that she didn't think the PD needed a clerical person if they had a full time Chief. Abigail responded that the administrative portion would not be ongoing. BJ asked how the Town would pay for the additional PD personnel and what the Hillsborough County Sheriff's Department charges for officer patrols in their own cruisers. Mike said we have not received any bills yet. Abigail said that the special duty rate of \$30 normally includes a cruiser. A resident asked who is patrolling during the week. Abigail said the Sheriff's Office is

performing patrols and there has been a higher presence of State Police. Tom Anderson asked if there is any capital inventory, as opposed to evidence. Abigail said that was unknown at present.

ITEMS TO SIGN:

1. Payroll Manifest 3/23/2015
2. Payables Manifest 3/23/2015
3. Appointment for Nick Wilder, Assistant Treasurer
4. Letter of appreciation for Officer Sims and Officer Roberge
5. Notice of Intent to Excavate from Map 3 Lot 51, 2nd NH Turnpike
6. A response to Dan O'Grady's letter regarding the drainage swales at the Golf Course
7. A Report of Cut for Sipe, Map 6, Lot 75 & 76
8. Draft of letter prepared to go to all residents regarding the Police Dept. situation - the Board approved the letter.

CORRESPONDENCE:

1. Administrator's weekly report
2. Email from Guy Tolman regarding Solar Up New Hampshire
3. Flyer regarding NH Flood Safety Awareness Week with flood and flood insurance information
4. Email from Ray & Beth Wallace expressing disappointment that the Board of Selectmen Meeting started earlier than they expected and a subsequent email thanking the Board for the reply and explanation
5. An email from Guy Tolman who feels the Selectmen's Office was not responsive to his right-to-know request - referred to Mike
6. A copy of updated Milfoil Plan for Scoby Pond with a map of areas to be treated this summer and a report of Long-Term Variable Milfoil Management Plan

It was asked if any repairs had been scheduled for the library roof as rain is expected Wednesday. Scott stated it was being addressed.

Ben asked if the Scoby Pond Milfoil plan is available online. Brad was unsure if it had or not but offered to email it to anyone who wants a copy.

Abigail adjourned the Meeting at 8:05 p.m.

Respectfully submitted by Marti Callahan

Approved on _____, 2015

Board of Selectmen Chair, Abigail Arnold

Selectman Scott S. Carbee

Selectman Brad Howell