

TOWN OF FRANCESTOWN

OFFICE OF SELECTMEN

27 MAIN STREET • P.O. BOX 5

FRANCESTOWN, NEW HAMPSHIRE 03043-0005

BOARD OF SELECTMEN MEETING MINUTES

March 9, 2015

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

Staff Present: Town Administrator Michael Branley

Also present: Judi Miller, Tom Anderson, Polly Freese, Mike Tartalis, Pat Thalhauser, Ben & Robyn Haubrich, Jan Hicks, John Arnold, Sarah & Charlie Pyle, David Blumenthal from the Monadnock Ledger Transcript, Lisa Bourbeau, Guy Tolman and others unknown

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

Items to Sign

1. Payroll Manifest for 3/9/15
2. Payables Manifest for 3/9/15
3. Letter to William Lambert at NHDOT Bureau of Traffic regarding the Board's request that the crosswalk in front of the Old Meeting House be preserved during the resurfacing of the state highways and requesting that they avoid paving during Labor Day
4. Notice of intent-to-cut for Map 8 Lot 2
5. Notice of intent-to-cut for Map 8 Lot 4-1
6. Notice of intent-to-cut for Map 8 Lot 61
7. Right-of-Way Trail Permission form for the Night Riders Snow Club – the Board agreed to grant permission for 5 years

Correspondence

1. Weekly Administrative Report dated February 27, 2015
2. Weekly Administrative Report dated March 9, 2015
3. Memo from Robert Upton updating the Board regarding PSNH litigation
4. Letter from Southern NH Regional Planning Commission regarding traffic counting
5. Letters from NH Department of Environmental Services regarding approval of final plans for Juniper Hill and Woodward Hill Bridges
6. Annual letter from NH Department of Transportation regarding updating municipal road and public officials information
7. Two Right-to-Know requests; Guy Tolman requesting a copy of the minutes of the meeting in which the decision was made to hire Municipal Resources, Inc. and Alan Gould; and a request from Lisa Bourbeau requesting to inspect all communications

between the Board of Selectmen and Municipal Resources, Inc./Alan Gould related to the Agreement dated 10/27/2014

8. Chief Bell's Weekly Report for 2/19 through 2/25
9. Copy of a "Cease and Desist" letter from the Building Inspector regarding the unfinished home at 785 Bennington Road being occupied without a certificate of occupancy
10. Letter from Scott Carbee to the Board and Alan Gould discussing the requirements of a nonpublic session as it applies to the Board of Selectmen's meeting with the MRI representative
11. Annual DOT memo regarding Town road inventory data including a Town road map for review
12. Letter from NH DES approving wetland permits and CLD plans for Juniper Hill Road and Woodward Hill Road

Administrative Update

Mike stated that he has made arrangements for Town Meeting at FES. The Heritage Commission will be doing a kiosk in the entry way. Mike P. sent back his comments to Mike B's RFP on the Town Hall Owner's Rep RFP. The Library continues to have issues with the geo-thermal heating system. Mike recommends having a different company take a look at the system and give an opinion and bring it to Pinney Plumbing to analyze with Scott, Henry and one of the Library Trustees. Annual Reports have been mailed and it is on the website, and the tax role information will to on the website.

Resolutions will be done at Town Meeting thanking volunteers for their service. Names discussed were Mike Able, Elaine McClary, Bob Lindgren, Nicholas Wilder, Maureen Von Rosenvinge, Phyllis Naegeli and Betsy Hardwick.

Approval of Minutes

1. Abigail made a motion to approve the minutes of February 4, 2015 and November 17, 2014 as amended, seconded by Betsy. All in favor.
2. Abigail read a list of minutes which need approval:
 - March 2, 2015 as written;
 - February 5, 2015 as written;
 - March 4, 2015 as written
 - March 5 & 6, 2015 as written;
 - December 29, 2014 as amended;
 - February 16, 2015 as written
 - February 23, 2015 as written
 - January 5, 2015 as written
 - January 26, 2015 as written and
 - March 10, 2014 as amended

Abigail made a motion to approve the above minutes as noted. Scott indicated that he wanted to make a motion to change and is not going to approve February 4, 2015 minutes. There was no second for the motion.

Betsy seconded the motion to approve the above minutes. All in favor.

Motion to enter Nonpublic Session made by Betsy pursuant to RSA 91-A:3, II(b), seconded by Abigail.

Roll Call vote to enter nonpublic session:	Abigail Arnold	Aye
	Scott Carbee	Aye
	Betsy Hardwick	Aye

The meeting room was cleared and the Board entered nonpublic session at 7:19 p.m.

Description of matters discussed and final decisions made:

MOTION: Scott made a motion to appoint Cathy Hinzman as Deputy Town Clerk and Tax Collector at \$14.00 per hour, seconded by Betsy. All in favor.

At 7:20 p.m. the Board returned to public session.

Announcements

Abigail announced that the Board accepted Pam's recommendation to hire Cathy Hinzman as Deputy Tax Collector and Town Clerk. Cathy will be starting in a few weeks.

Becky Moul said that they had an incident at the Transfer Station where someone almost got stuck with a needle. In the future bags will be labeled so that the attendants and others are aware and will exercise caution. Scott mentioned that in the past Peterborough Hospital had a service to dispose of needles and he also noted that the Transfer Station is not supposed to accept medical waste. Becky responded that the service she is advocating is a free service as opposed to the cost of purchasing containers through Peterborough Hospital. Becky will forward the email from Bonnie at NRRA recommending this course of action to Mike to share with the Board.

Town Meeting and Election Prep – The Board discussed who would speak to each warrant article. The Board discussed coverage at the election.

Scott stated he would like to plow back an area in the front of the Town Offices for campaigning as it is not allowed in the back parking lot. The Board agreed to have Mike ask Gary to do what he can.

David Blumenthal, Monadnock Ledger, asked who would be consulting on the geo-thermal system at the Library and what the plans were. Abigail indicated that Mike has several companies in mind but no final decisions have been made. Blumenthal also asked about traffic counts by SNHPC and Abigail briefly explained the objectives of the count.

NEXT BOARD OF SELECTMEN MEETING: Monday, March 16th at 6:30 p.m.

ADJOURNMENT: Abigail adjourned the meeting at 7:35 p.m.

Respectfully submitted by Michael Branley

Approved on April 13, 2015

Board of Selectmen Chair, Abigail Arnold

Selectmen Scott S. Carbee

Selectperson Brad Howell