

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

BOARD OF SELECTMEN MEETING MINUTES

April 20, 2015

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

Staff Present: Town Administrator Michael Branley and Road Agent Gary Paige

Also present: BJ Carbee, Susan Cripps, James Gann, Tom Anderson, Lisa Bourbeau, Judi Miller, Betsy Hardwick, Jan Hicks, Betty Behrsing, Polly Freese, Dennis Orsi, Ben & Robyn Haubrich, and John Arnold

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

Appointments

1. John Magee from NH Fish & Game – Gary stated John is looking at replacing the culvert from Bixby Pond crossing under Poor Farm Road, which was identified by Southern NH Planning Commission in their culvert assessment as a high priority to improve flow rating. John provided some additional information about the assessment, which looked at flooding risk and fish movement factors. John stated typically a culvert that is better for fish is better for the Town from a flooding perspective. John stated there is grant money available through the Department of Environmental Services' Aquatic Resources Mitigation Fund, which has a pre-proposal deadline of April 30th and then a full proposal due on August 31st. John stated he would be happy to prepare the submissions if the Board and the Road Agent wanted to move forward with it. Brad asked if he had reason to believe it was a cold water fishery and John stated he does not have complete data but based on his observations it appears to be. Scott stated he thought it was an excellent idea. Abigail asked and John discussed some of the factors involved with assessing if it is a good candidate after the initial submission.

MOTION: Scott made a motion to authorize John to prepare the pre-proposal initial submission to be approved by Gary and Mike, seconded by Brad. All in favor.

2. John stated he had initially identified another location that did not work so the Town should keep in mind that there may be other opportunities in the future.
3. Gary stated he plans to remove the 6 ton weight limit postings from the Town roads later this week. Gary had taken each of the Board members to review a tree on Old County Road North and a tree at the intersection of Abbott Lane and 2nd NH Turnpike N. that are an imminent danger. They are a threat to Eversource's wires so they will take them

down. Abigail showed Gary a proposed memo to him stating that the trees are public nuisances and need to be removed immediately

MOTION: Brad made a motion to accept the Road Agent's recommendation that the two flagged trees be deemed an imminent hazard and be removed immediately and to sign the relevant memo, seconded by Scott. All in favor.

4. Highway Safety Committee Discussion – Mike stated he had provided for review the charge approved for the Highway Safety Committee approved by the Board in 2013. Betsy stated she had done research as to how other towns handle the Highway Safety Committees and that most other towns where she could find information appear to have representatives from the police, highway, planning, and/or fire departments and maybe a citizen at large or two. Scott stated in the late 1990s the Committee had a Highway Department member and citizens at large and they met as needed. The Board discussed amending the composition to include the Road Agent or designee, Police Chief or designee, and a citizen at large and to make the Town Administrator the keeper of the records.

MOTION: Abigail made a motion to amend the charge as discussed, seconded by Scott. All in favor.

5. Mike asked if the Board wanted him and Gary to go through the process of reviewing the DOT Road Status list this year and the Board asked them to make the recommended changes and bring them back to the Board for approval and the Board agreed they did.
6. Architect Michael Petrovick – Michael P. stated this afternoon he and Mike B. interviewed Michael Bruss, the lowest proposal, and they felt his qualifications are superior and best qualified in comparison to the other candidates. The next/middle candidate has very good construction experience but not owner's rep experience, which Mike P. stated is very different.

MOTION: Abigail made a motion to accept the proposal from Michael Bruss and authorized Mike B. to execute a contract approved by Town Counsel, seconded by Brad. All in favor.

Items to Sign

1. Payroll Manifest for 4/20/2015
2. Payables Manifest for 4/20/2015
3. Timber tax warrant for Map 8 Lot 88-1
4. Timber tax warrant for Map 6 Lot 32
5. Gravel tax warrant for Map 3 Lot 51
6. MS 535 Form Prepared by Auditor Tim Greene
7. Timber Grading Chart for Map 9 Lot 38 – Scott stated he would try to go to this property this week

New Business

1. Mike indicated that there is \$2500 available in the budget for grounds keeping. He would like to apply the amount to some tree work and landscaping that is necessary around Town. He mentioned a sugar maple by Hoopers, a tree behind the library and trees flagged behind the horse shed that weren't done last year. The Board reviewed a proposal from Bryant Landscapes for work at the Town Hall, Old Meeting House and Library. The Board agreed to go forward with the work at the Town Hall and the Old Meeting House and agreed to discuss the Library work with the Library Trustees.
2. Scott stated Francestown is having their Memorial Day Celebration May 22 at 1:15 p.m. at the Francestown Elementary School
3. Application letter signed by Scott for Solar Up NH – Scott stated Jack Munn said it could be approved after the fact.

MOTION: Scott made a motion to approve the application to Southern NH Regional Planning Commission for the Solar Up program, seconded by Brad. All in favor.

Correspondence

1. Memo from the DRA that the reassessment complies with the Uniform Standards of Professional Appraisal Practices
2. Weekly memo from Fred Douglas
3. Weekly memo from Steve Campbell
4. Weekly memo from Mike
5. Notification certifying that the Selectmen have been informed that Town mailed its last tax bill on 10/28/2014

Scott reported that the Recreation Department is having its fishing derby on May 3rd at sun-up.

Old Business

Mike said that he spoke with the attorney representing the Timothy Taylor Estate. They are interested in gifting a lot to the Town for a cemetery. They would donate money to the Town and the Town would in turn purchase the land. Mike discussed the conditions and restrictions of the gift. The Board decided to consult the Cemetery Commission, Conservation Commission and the Planning Board for their input on this issue.

Mike went on to indicate that they are also planning to sell the 9 acre lot next to the Highway Department and were offering it to the Town. It would be a regular sale with no conditions. The Board asked Mike to contact the Road Agent and Fire Chief to determine if there is a need for the additional land. Mike will contact the Conservation Commission and Planning Board for their review of this issue as well.

Mike discussed the scheduling of meetings with Bennington and Greenfield regarding regionalization. Bennington has proposed Wednesday, May 6th in Bennington at 7:00 p.m. Greenfield presently has a DPW opening that they are focused on so it will be within the few weeks.

Brad asked about the scheduling of the next meeting regarding the Town Hall. Mike discussed a few options but said that it has not been confirmed yet. It was agreed that the meeting on May 4th would be at 5:30.

NEXT BOARD OF SELECTMEN MEETING: May 4, 2015 at 5:30 p.m.

ADJOURNMENT: Abigail adjourned the meeting at 7:51 p.m.

Respectfully Submitted by Michael Branley

Approved on _____, 2015

Board of Selectmen Chair, Abigail Arnold

Selectman Scott S. Carbee

Selectman Brad Howell