

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

June 15, 2015

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

Staff Present: Town Administrator Michael Branley, Road Agent Gary Paige and Town Clerk & Tax Collector Pam Finnell

Also present: Steve Griffin, Michael Tartalis, Susan Cripps, James Gann, Betty Behrsing, Dennis Orsi, Lisa Bourbeau, Tom Anderson, Joe & Shirley Ludwig, Ruth Behrsing, Tom Anderson, Judi Miller, Guy Tolman, Cecily Houston, Warren Kiblin, Sarah & Charlie Pyle, John Arnold, Architect Michael Petrovick, Owner's Project Representative Michael Bruss, Ben and Robyn Haubrich, Steve Griffin, and Heritage Commission Members Michele Ferencsik, Lisa Stewart, Barbara Caskie, BJ Carbee, and Diane Curran

CALL TO ORDER: Abigail called the meeting to order at 6:10 p.m., seconded by Scott.

MOTION: Abigail made a motion to enter nonpublic session at 6:10 p.m. pursuant to RSA 91-A:3, II(c), seconded by Scott.

Roll Call vote to enter nonpublic session:	Abigail Arnold	Aye
	Scott Carbee	Aye
	Brad Howell	Aye

All in favor.

The meeting room was cleared and the Board entered nonpublic session at 6:10 p.m.

At 6:30 p.m. the Board returned to public session having decided to seal the minutes having voted by a vote of 2/3's or greater of the members present to not disclose the minutes and decisions reached therein to the public, as divulgence of the information discussed likely would affect adversely the reputation of any person other than a member of the public body itself, until – in the opinion of a majority of the members – the aforesaid circumstances no longer apply.

The Board reconvened the meeting downstairs at 6:33 p.m.

Appointments

1. Town Clerk & Tax Collector Pamela Finnell – Pam indicated there are still 80-85 dogs unlicensed, she has been contacting owners by phone to give them a final warning to

come in and get their dogs licensed. The civil forfeiture process will begin on Monday (6/22/15). The Police Department will deliver the notices.

2. Road Agent Gary Paige – Gary had quotes for some paving work. He would like to finish overlaying the second half of Mountain Road, a 900' section of 2nd NH Turnpike South and he would like to repave the intersection of Potash Road and Route 136. There was some culvert work needed on the corner by Kenison Farm which is already completed. Gary explained the pricing for the materials used in the paving projects for comparison. Gary recommended the low price, Advanced Paving.

MOTION: Scott made a motion to a hire Advanced Paving, seconded by Brad. All in favor.

3. Ruth Behrsing for Solar-Up Update – Ruth stated she wanted to update the Board regarding the progress on Solar-Up. She presented a letter that she wants to send to residents (on letterhead), signed by the Selectmen to explain the process and indicate the discount offered for solar installations for those who participate. SNHPC will prepare advertisements, signs, etc. Frankestown was one of the 7 towns accepted to participate. The timeframe to take advantage of the discount is June 1st to September 30th. The first public meeting will be on Wednesday. The Board approved the letter subject to changes: correct tense to agree and remove last sentence.

Items to Sign

1. Payroll Manifest for June 15, 2015
2. Payables Manifest for June 15, 2015
3. Reports of Timber Cut for Map 8 Lot 22, Map 6 Lot 65, Map 6 Lot 79, Map 3 Lot 31 and Map 3 Lot 31 – Scott will look at the Map 6 Lot 27 for grading.
4. Intent to cuts for Map 9 Lot 3 and a supplemental cut for Map 5 Lot 71-2
5. Committee appointments – Henry Camirand to Highway Safety and Donna Noonan to the Recreation Commission
6. Building Permit for Map 5 Lot 88-1 – Abigail stated she would like to make a condition that the newly finished area not be used for residential use and Michael stated the home owner understands that it is not for that use
7. Building Permit for Map 5 Lot 54
8. Notice of Lease for the Town Beach property

Appointments (continued)

4. Town Hall Project Update with Heritage Commission – Michael Bruss stated he wanted to provide an update since the last meeting with the full Board and Heritage Commission. He has prepared an updated timeline. The Town is currently working on the construction manager selection process; the site walk was held last Wednesday and six contractors attended. Separately the Town is working on hiring a firm to design build the fire suppression sprinkler system. Parallel Elly is working on fundraising and the capital campaign. Michael Bruss stated he has created an updated budget for the project based on his experience and expertise. Michael stated the Village Water Company does not have sufficient capacity or pressure to accommodate the fire suppression system so they will most likely need a cistern and a pump. The Town has been advised by Eversource that the Town Hall has reliable power so hopefully the system will not need a generator.

Michael Bruss briefly outlined the budget he put together. Michele stated she wanted to ensure the whole community was involved in the project and wanted to know the status of volunteer labor. Michael Bruss stated in a number of projects he has done volunteer labor has been used and he outlined that process, which includes prospective volunteers going through him. Michele asked what design contingency is and Michael Bruss stated it is budgeted contingency because the building has not been fully designed. Scott asked if 6 inch piping will be required because we are using a cistern and Michael Bruss stated we will not. Michele stated she understood Glenn Dodge thought the first floor flooring could be retained and Michael P. stated Glenn has indicated that the first floor may be able to remain but the second floor will be more cost effective to replace because it needs to be taken up during the structural repair. BJ asked what was meant by cisterns and Michael Bruss stated there are a number of options and that is why we are trying to bring the sprinkler contractor on sooner rather than later so we know which system we are using. Lisa Stewart asked if Michael Bruss saw the budget increasing or decreasing and he said at a point soon the Town will need to finalize what the budget will be and then the project will need to fit the budget. Cecily Houston confirmed that construction will not begin until all of the money is raised and Michael Bruss stated Elly is providing frequent updates regarding fundraising. There was a discussion about the LCHIP schedule and Michael Petrovick stated they can grant extensions and he is meeting with LCHIP next week.

Items to Sign (continued)

1. Timber grading for Map 8 Lot 22
2. Timber grading for Map 6 Lot 65
3. Timber grading for Map 6 Lot 79, Map 3 Lot 31 and Map 3 Lot 31-1
4. Contract amendments for the Juniper Hill Bridge Project

MOTION: Scott made a motion for Abigail to sign the contracts with CLD as chair, seconded by Brad. All in favor.

5. Northern New England Telephone Abatement and PSNH – the Board agreed to deny as recommended by Sansoucy and M&N Assessing

New Business

1. Old Meetinghouse Ramp – Steve Griffin went over a sketch of the proposed ramp on the opposite side of the building as was previously discussed. Scott raised a concern about access for fall leaf clean-up and other vendors and Steve agreed to look at moving the bench on that side. The Board granted permission to install the ramp and assess whether a modification is needed. Steve thanked the Board for their permission.
2. Police Chief Recruitment – Abigail stated she wanted to try to move ahead with the police chief recruitment and whether the Board wanted to hire a part-time or full-time chief. Scott stated he thought a full time chief was needed. Brad stated he thinks at this point hiring a part-time chief makes more sense because it is easier to transition from part-time to full-time as opposed to the opposite.

MOTION: Abigail moved to proceed with hiring a part-time police chief and to have Michael prepare the relevant documents to be in the files for the Selectmen to review by Friday, seconded by Brad. Brad and Abigail in favor, Scott opposed. So moved.

3. A request from Chief Kullgren asking that the Town consider paying for the Fire Department's new printer \$499.99 out of the general government building budget. The Board agreed to pay for the printer.
4. Abigail stated the Town has received two petitions from 50 registered voters regarding the proposed acquisitions of Map 3 Lot 26 and Map 6 Lot 7-3. The petitions will be put on the warrant for Town Meeting. The Board held a hearing regarding the proposed acquisition and will hold another next week. Abigail stated the Board will then need to decide if they want to move forward with the proposed acquisition and if they wanted to hold a special Town Meeting or wait until March.

Correspondence

1. Summons in a Civil Action, Hearing is scheduled on June 25, 2015 at Hillsborough County Superior Court in Manchester; Dennis Orsi, Betty Behrsing, Lisa Bourbeau, James Gann, Prescott Tolman v. Town of Frankestown and Abigail Arnold
2. Town Administrator's Weekly Update dated June 5, 2015
3. Thank you letter from The Grapevine for \$4,000.00 donation
4. Email from Fred Douglas to Gary Paige thanking him for the Department's help in getting rid of some old evidence
5. Scoby Pond Harvesting Report by AB Acquatics
6. Letter from NH Department of Agriculture regarding Special Permit – SP – 102, which is approval to treat 19.8 acres of Scoby Pond with herbicide, scheduled on 6/19/15
7. Police Department Weekly Activity Report dated June 8, 2015
8. Police Department Part-Time Officer report detailing which officers plan to stay or plan to leave upon Steve Campbell's retirement
9. Thank you letter from Monadnock Family Services for \$1,953.00 donation
10. Letter from NH DOT denying reconsideration of their decision to remove the crosswalk due to a number of issues – The Board will look into making changes to address these issues
11. Two letters from Upton & Hatfield regarding Matt Serge leaving the firm and asking the Town to choose another attorney to continue representing the Town for the PSNH and Fairpoint litigation – Michael will call to determine what the other Towns involved in the suit are planning to do
12. Letter from NH DRA asking if the Town will utilize the PA-28 form next year. The Town will not be using the form in 2016.
13. Weekly Report from Fred Douglas for the period 5/31 – 6/6
14. Weekly Report from Fred Douglas for the period 6/7 – 6/13
15. Email from Abby Dawson regarding current use application for Beki Dawson recently denied and asking the Board to make an exception since the issue has been fixed
16. Email from Bill McAuley asking for \$1,200-\$1,500 from the general government buildings budget for setting up a separate alarm system for the Museum before work on the Town Hall begins. The Board agreed to grant the request.
17. Town Administrator's Weekly Report dated June 14, 2015

18. Letter from Jamie French at CLD with notes from preconstruction meeting, dated 5/27/15
19. Notice of Inspection
20. Right-to-Know Request from Guy Tolman requesting minutes for the public meeting regarding creating the administrative manager position at the PD
21. Copy of a letter to Shell Vacations, LLC from NH DES notifying that an inspection was conducted on the Lagoon Dam on May 18th.
22. Legal Notice of Public Hearing on 6/22 regarding the 2016 budget
23. A report from Stantec Consulting Services regarding the Groundwater Monitoring Summary Report for Tri-Town Landfill
24. Email from Jamie French at CLD requesting signed copies of the amendment contracts

Liaison Report

Scott stated last night the Patriotic Purposes Committee attended the flag retirement ceremony in Antrim and it was and it was a moving ceremony. There is a School Board meeting at the end of the week.

Brad said that he attended the Heritage Commission Meeting but subjects discussed have been covered in this meeting.

Abigail announced the Visioning Workshop on Thursday, June 25th at the Town Hall and asked that all attend.

Old Business

Scott asked why the wood from the tree removal at the Town sheds is still there. Mike replied that it was the agreement and now it can go to the wood bank or picked up for another use. Scott said that it wasn't supposed to be left on site. Mike asked Scott what he would like done with the wood. Scott wanted to put a sign that says Free, because he stated the wood bank is full. The Board agreed to have Mike take care of getting rid of the wood.

NEXT BOARD OF SELECTMEN MEETING: Monday June 22 at 6:00 p.m.

ADJOURNMENT: Abigail adjourned the meeting at 8:35 p.m.

Respectfully Submitted by Michael Branley