

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

**July 27, 2015**

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

Staff Present: Town Administrator Michael Branley, Officer-in-charge Steve Campbell, and Officer Fred Douglas

Also present: Priscilla Martin, Betty Berhsing, Steve Griffin, James Gann, Tom & Kay Anderson, Polly Freese, Dennis Orsi, Susan Cripps, Ben Haubrich, Charlie & Sarah Pyle, John Arnold, Herb Bromberg, and others.

**CALL TO ORDER:** Abigail called the meeting to order at 5:00 p.m.

Motion to enter nonpublic made by Abigail, seconded by Scott. All in favor.

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

The meeting room was cleared and the Board entered nonpublic session at 5:01 p.m.

**MOTION:** Abigail moved to seal the minutes because it was determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this Board, seconded by Scott.

Roll Call vote to seal minutes:	Brad Howell	Aye
	Scott Carbee	Aye
	Abigail Arnold	Aye

So Moved.

At 6:30 p.m. the Board returned from non-public session having decided to seal the minutes.

The meeting was called back to order at 6:35 p.m.

Abigail announced that at the meeting last week Fred Douglas was promoted to Officer-In-Charge effective with the departure of Steve Campbell. On Thursday at evening at 5:00 p.m. there will be a thank you/farewell for Michael Branley and Steve Campbell at the Golf Course.

The public is welcome. As of August 1<sup>st</sup> Michael Branley will be employed as a part-time, temporary employee of Francestown.

Priscilla Martin approached the Board and she stated there have been a number of issues across from her house with people breaking into an abandoned house and she called the police department this weekend and officer-in-charge Campbell responded and apprehended two people. She wanted to thank the department for taking this action.

### **Appointments**

1. Steve Campbell and Fred Douglas – Abigail stated the first item to discuss is the pistol permit process. Fred stated when he and Steve began at the Francestown PD the process was to take the permit, perform the internal audit and call the applicant to let them know the permit was ready and they could pick up their copy at the Town Office. One problem is that the Town Office is closed on the weekend and people are unable to pick up their permit. State Statute requires the permit be issued within 14 calendar days of when the application is dropped off. *RSA 159:6 "The license shall be issued within 14 days after application..."* Fred stated his preference is for the police department to retain the permits and have applicants pick them up at the police station. Scott asked if the police department would have posted office hours to accommodate this change. Fred stated he would like to consider having a sign on the outside of the police station to inform people about how to make contact with an officer. Steve discussed how he handled them in Bennington. Scott stated he thought having a sign on the outside of the building was a good idea. There was a discussion about the pros and cons.

**MOTION:** Abigail made a motion to alter the process to have the permits stay with the police department for distribution, seconded by Brad. All in favor.

2. Mike stated that the Town received some research from Town Counsel regarding the disposition of firearms. Fred stated he did an audit of firearms stored at the Police Station. He found 16 firearms that had no case association with them. He checked the NCIC data base and none were stolen. Fred stated Town Counsel recommends that the Town post a notice in the newspaper that it has firearms for which it cannot identify the owners to give the public an opportunity to identify them and have them returned. After which the Town would file a motion with the court that the firearms either be auctioned or disposed of.

**MOTION:** Brad made a motion to file the posting in the newspaper and file the disposition motion with the court, seconded by Abigail. Scott stated his preference would be that the firearms be disposal. All in favor.

3. Hampshire 100 Race – They want to change their route this year and come down some of the ski trails, which is a Selectmen's decision as well as property owners. The Board agreed to allow the race use the ski trails as long as the owners of property that connects with the trails have no objection.

**MOTION:** Brad moved to allow the race to use the ski trails contingent upon the property owners' permission to use their land as well, seconded by Scott. All in favor.

4. As well as Priscilla Martin's verbal commendation of the Police Department we have a letter from Sarah Pyle, as a realtor, writing to say she completely disagrees with a prior realtor's analysis of a property check done by Officer Douglas. She says that she was very pleased that the Frankestown Police Department was diligent in its job and mindful of these properties. My sellers are grateful to know their property is being watched over and that we have an active and efficient team at the Frankestown Police Department.
5. The annual Labor Day celebration was discussed. Charlie Pyle will take up the matter with Officer Douglas directly in mid-August.

### **Consent Agenda**

Abigail asked the Board if they had reviewed the items in the Consent Agenda folder and if the Board had any issues approving the documents without discussion and the Board agreed they did not.

**MOTION:** Abigail made a motion to approve the consent agenda as proposed, seconded by Brad. All in favor.

Abigail read a list of the items on the Consent Agenda:

- Payroll Manifest
- Payables Manifest
- Appointment of Paul McGrath to the Recreation Commission
- Memorandum of Understanding with the NH Association of Police Chiefs
- Driveway Permit for Map 6 Lot 72, 16 & 5
- Tax exempt status request from New England Forestry Foundation
- Tax exempt status request from Crotched Mountain Foundation
- Tax exempt status request from Frankestown Village Water Company
- Tax exempt status request from Community Church of Frankestown
- Tax exempt status request from Frankestown Improvement & Historical Society
- Tax exempt status request from Old Meeting House of Frankestown, Inc.
- Timber Tax for Calcutt Map 3 Lot 42 & Map 3 Lot 42-2

A discussion regarding the broken air conditioning unit in the Selectmen's Office in the Town Office was discussed. The technician has diagnosed the problem and a new part is needed and the part is backordered. The Board decided to purchase an inexpensive window air conditioning unit to put in the Treasurer's office the unit can be repaired.

### **New Business**

Mike recused himself from the discussion and stepped down from the Board's table.

1. Interim Town Administrator Options – MRI's interim Town Administrator is an \$85.00/hr. position. Barry Brenner of Brenner Associates from Peterborough is \$50.00 per hour position. The Board asked Mike approximately how many hours he estimated

would be needed on the interim administrative basis and Mike responded he thought about 20-25 hours per week.

**MOTION:** Scott made a motion to engage Barry Brenner of Brenner Associates for the interim town administrator position, temporarily, seconded by Brad. All in favor.

Abigail announced that there will be a gathering for Michael on Friday at the Golf Course. It was agreed that the Town would donate \$150.00 for refreshments.

### **Correspondence**

1. Letter from DuBois and King regarding NHDOT Municipal Bridge Red List
2. Right-to-know request from Berry Behrsing for the email from Abigail to Becky Moul regarding Hazardous Waste Day – as a follow-up Mike stated he contacted the Town of Weare about their hazardous waste disposal company, Clean Harbors. He has contacted them but they have yet to respond. Mike will try APT again.
3. Copy of a letter to Officer Campbell from retired Judge Marc Rasinsky of Maryland thanking him for Officer Douglas' assistance when he locked himself and his grandchildren out of his car. He said Officer Douglas displayed promptness, professionalism, expertise and kindness and should be recognized as outstanding.
4. Fred Douglas report for July 19 through July 25, 2015.
5. Letter from Jan Hicks objecting to Scott Carbee's refusal to recuse himself from the issue of his wife's complaint about Officer Douglas discussed at last week's meeting.
6. Town Counsel told Mike that he has contacted the Attorney involved and felt that he should be able to negotiate a settlement.

### **Administrative Update**

Mike stated the Town received the \$1,500 rebate from PSNH/Eversource for to the new furnaces at the fire station.

Scott stated his preference would be to pump the septic systems at the Highway Garage, the Town Offices, and the Library this year despite the discussion regarding skipping this year. It was decided to get pricing and discuss again further after that.

Kay Anderson asked what Fred's approach to dog complaints is because she thinks it is being misunderstood. Fred said his approach towards dog complaints is the same as any other situation. He outlined how he handled a recent incident.

### **Approval of Minutes**

**MOTION:** Abigail made a motion to approve the meeting minutes of July 13, 2015 as written, seconded by Brad. All in favor.

**NEXT BOARD OF SELECTMEN MEETING:** July 28, 2015 at 5:00 p.m.

**ADJOURNMENT:** Abigail adjourned the meeting at 7:25 p.m.

Respectfully Submitted by Marti Callahan

Approved on August 31, 2015

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Board of Selectmen Chair, Abigail Arnold

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Selectmen Scott S. Carbee

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Selectperson Brad Howell