

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

**BOARD OF SELECTMEN MEETING MINUTES**

**September 14, 2015**

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

Staff Present: Town Administrator Jamie Pike

Others present included: John Arnold, Polly Freese, Betty Behrsing, Jim Gann, Susan Cripps Down, Robin Haubrich, Jan Hicks, Becky Moul and Lisa Murphy from SWRPC

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

**Approval of Minutes**

**MOTION:** Abigail moved to approve the minutes of August 31<sup>st</sup> as amended and August 24<sup>th</sup>, August 20<sup>th</sup> and October 20, 2014 as written, seconded by Scott. All in favor.

So moved.

**Consent Agenda**

1. Payroll Manifest for 9/8 and 9/14
2. Payables Manifest for 9/8 and 9/14
3. Application for payment from Trust for invoice for electrical service at Thulander Museum building
4. MS- 434 revised revenue estimates
5. Building permit for Trangaris, Map 8 Lot 99
6. Building permit for Gordon, Map 8 Lot 54

**MOTION:** Abigail moved to approve the Consent Agenda, seconded by Scott. All in favor.

So moved.

**Appointments**

Town Hall Committee – Elly Miles and Michael Petrovick

Abigail said that she wanted to confirm that \$5,000 of the pre-construction monies used for the project would be advanced from the Town and the rest would be advanced by the Heritage Commission. Michael said he met with MacMillan Construction and they are in the process of doing the final budget for the project. They will present their final budget to the working committee on September 28<sup>th</sup> and then it will go to the Board of Selectmen on October 5<sup>th</sup>. Mike talked about the contractors involved and their status, the most

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economical heating system and the type of lighting and some cost saving measures, among other things.

#### Fluvial Erosion Project -

Lisa Murphy from SWRPC attended the meeting to talk to the Selectmen about fluvial erosion. She presented a map showing the fluvial erosion areas along the Piscataquis River that are identified as watch areas in Francestown. A culvert assessment was done to show priority areas for upsizing existing culverts that could be overwhelmed. There was documentation provided with suggestions on how to implement a hazard mitigation plan to control fluvial erosion damage.

#### **Consent Agenda** (continued)

7. Building permit for Eisenberg, Map 3 Lot 9-1
8. Building permit for Biesang, Map 5 Lot 66-2

#### **Correspondence**

1. Town Administrator's Weekly Update dated September 14, 2015
2. Exotic Aquatic Plant Control Grant Program Application for Milfoil control  
Mr. Howell stated that he had filed this application on previous to the meeting on 9/14 because it was due on 09/15. The Board consented with this action.
3. Email from Dave & Deb Adams volunteering to take down the Town Hall Curtain and hardware and store in their barn. The Board Agreed. Brad will advise them.
4. Email from Beth Simmons requesting use of the Town Office parking lot to park classic cars as part of their Fall Festival on October 3, 2015. The Board approved of their request.
5. Schedule of Police Academy Law Package Class for Fred Douglas
6. Letter from NH DOT indicating State Highway Black Grants available to Francestown during Fiscal Year 2016
7. Fred Douglas Job Task Report for August 30 – September 5
8. Letter From Barry Brenner to Bart Mayer enclosing a Hillsborough Superior Court Notice transferring the Northern New England Telephone Operators, LLC v. Town of Francestown matter to Merrimack County Superior Court
9. Letter from NH DOT encouraging participation in public meeting regarding transportation projects planned for 2017-2026
10. Copy of the Employee Status Notification form for Fred Douglas
11. Copy of Personnel Roster for the Police Department
12. Copy of Donald Abbot's animal control monthly report
13. Notification to Police Standards regarding Fred Douglas promotion

#### **Appointments** (continued)

Transfer Station – Becky Moul

Becky reported that Empire did not file bankruptcy, they sold their business. The Transfer Station would have to buy existing containers from NRRRA for \$1,800 each. There are grants available which would reduce the price by \$720. The total purchase price for both containers would be \$2,880. NRRRA told Becky that payment terms are negotiable and the containers could be paid for monthly over a 1 year period and the payment can be taken out of revenue. After the existing contract expires the Transfer Station will have to pay \$100/mo per container for rental. No grants are available until December so the discount

would be for 2016. Becky said the worst case scenario is \$300/month, not including the discount, if two containers are purchased. Becky is planning to speak with MDS Waste Management for prices. Abigail asked about the compactor. Becky said that Sherwood Fogg can't work on it. Becky will look around to see if she can find someone knowledgeable on the subject who can make a recommendation.

### **Administrative Update**

Jamie gave an update on the painting project on the Town Office. The contractor has indicated that the slats of the cupola and the corner boards need to be replaced. The cost for repair and replacement of both is \$1,200, which brings the total cost of the project to \$18,000. He will be meeting with the window vendor to clarify their proposal. He is going to obtain additional proposals for window replacement. The painting contractor also recommended replacing the stucco on the front knee wall which is peeling. He offered to propose a replacement cost.

MOTION: Scott moved to go forward with the repairs of the cupola and corner boards for \$1,200 and to get pricing for stucco replacement, seconded by Brad. All in favor.

So moved.

Jamie indicated that the closing of Lot 17 Map 4 will be scheduled next week. Jamie will bring the Deed and closing documents to the meeting next week for signatures so that the buyers can close when it's convenient for them.

Jamie reported that all budget worksheets and memos have been either emailed or hand delivered to all departments. He said he would like to review several contracts that appear to be expiring this year. There was discussion about which ones should go out for bid and which ones will be renewals. Jamie will review files to determine which contracts are still effective.

### **Public Questions**

Polly Freese asked about police presence in Town this week and about the unfavorable numbers in the budget. Abigail explained the budget and how the analysis works and offered to go over it in further detail with her later. Abigail also announced that there would be no Selectmen's Meeting on September 28<sup>th</sup> because Brad will be out of Town.

The meeting was adjourned at 6:00 p.m.

**Next Board of Selectmen Meeting:** September 21, 2015 at 6:30 p.m.

Respectfully Submitted by Marti Callahan

Approved 10/12/2015

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Abigail Arnold

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Scott Carbee

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Brad Howell