

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

BOARD OF SELECTMEN
MEETING MINUTES
10/24/2016

Selectmen Present: Chairman Brad Howell, Abigail Arnold and Henry Kunhardt

Also Present: Town Administrator Jamie A. Pike, Lee Davis, Mike Tartalis, Becky Moul, Ted Graham, Polly Freese, Kevin Pobst, Betty Behrsing, Charlie Pyle, Tom Anderson, and others.

Chairman Howell called the meeting to order at 4:30pm at the Transfer Station.

Mr. Kunhardt reviewed the site plan for the cement pad. The pad is designed to be 40 feet by 50 feet and 10" thick reinforced with steel. The plan calls for the pad to be sloped for drainage to a basin. Mr. Kunhardt noted the proximity to the wetland and that the pad is located within the protected woodland buffer and may require permitting through NHDES before construction. The group also reviewed alternatives for the location of the current metal recycling container to provide easier top loading. Location of the container in place of the burn pile with modification could provide for this. Mr. Kunhardt will continue to review the site and check with NHDES regarding permitting.

Chairman Howell recessed the meeting to return to the Town Offices.

Chairman Howell reconvened the meeting at 5:30pm.

Consent Agenda:

- A. Accounts Payable and Payroll Manifest for 10/24/2016
- B. Building Permit Application (2016-57) from Thomas Dana Hill, 803 Pleasant Pond Road, Map 8 Lot 81
- C. Building Permit Application (2016-58) from Patrick Haase, 158 Russell Station Road, Map 3 Lot 48
- D. Notice of Intent to Cut from Wayne Titus, 1115 2nd NH Turnpike N, Map 10, Lot 1.4

A motion was made by Abigail Arnold and seconded by Henry Kunhardt to approve items A through D of the Consent Agenda. **Motion Passes.**

Mr. Pike explained the circumstances which caused the Current Use Lien Releases to be issued for the following properties:

- Map 6 Lot 31 – Judith Wright
- Map 3 Lot 15 – Phillip Ireland
- Map 3 Lot 51-1 – Paul & Karen St. Cyr

The Board signed the Current Use Land Use Change Tax Collector's Warrant for the above properties.

Correspondence:

- Email to the Board from Kevin Holdredge announcing an open house to dedicate the new rescue truck on October 29 from 10:00 to 2:00
- Email from Tom Rose to the Board regarding updating the platform that the website currently uses
- Letter from the United Way soliciting donations

- Road Agent's weekly report for 10/17 through 10/22
- Job Task Report for 10/17 through 10/20
- Email from DES to the Town **For Immediate Release** regarding worsening drought conditions in the State
- DOT Permit to close Main Street for Halloween
- DOT letter regarding the bridge on Old County Road North over Collins Brook, which is already on the Red List, noting that the bridge has continued to deteriorate steadily but remains posted "E-2."
- Jamie Pike's Administrative Report of October 24, 2016
- Jamie Pike's September 2016 Budget Report. Mr. Pike discussed increases and savings realized throughout the year and summarized budget specifics of each department.

2017 Budget Presentation

Mr. Pike reviewed the draft of the 2017 budget with the Board. The overall operating budget as presented is increased over the previous year by \$28K or 1.67%. Highlights of the changes include:

Elections: -\$6,300 due to the number of elections held in 2017

Personnel Admin: +\$14,000 for increased health insurance premiums and NH Retirement contributions

Police Payroll: +\$16,400 for the completion of the full year funding of a full-time police officer

Highway: +\$8,700 for an investment in vegetation control and added pavement maintenance

Solid Waste: -\$9,500 due to not having a hazardous waste collection event and lower the anticipated paper, plastic and tin recycling hauling fees

Public Assistance: +\$3,000

Debt Service: -\$2,000 due to reduced interest payment on the conservation bond

Mr. Pike explained that the budget process is still in its infancy, and that there are still adjustments that will be required for unknown contract costs associated with dispatch, ambulance and IT services. Other changes that may occur are payroll adjustments.

Employee Appreciation Dinner

Mr. Pike has obtained menu and pricing from the Toll Booth Tavern. He indicated prices are up by 50% over the last Employee Appreciation Dinner prices. He discussed what menu options were available based on price. Based on 60 people, Mr. Pike calculated the low end total would be \$1,771, including tax and facilities charges. The moderate price would total \$2,200. The Board decided to go with the moderately priced menu options.

Public Questions

Polly Freese asked the Board to address the snow removal from the sidewalks in the village before the snow flies.

A motion was made by Ms. Arnold to enter a non-public session in accordance with RSA 91-A:2 (b) at 6:35pm, seconded by Brad Howell. Roll Call Vote: Howell, Aye; Arnold, Aye; Kunhardt, Aye **Motion passes.**

A motion was made by Ms. Arnold and seconded by Mr. Kunhardt to exit the non-public session. **Motion passes.**

The public session reconvened at 7:50pm.

A motion was made by Ms. Arnold and seconded by Mr. Kunhardt to seal the minutes of the non-public session because it was determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of the board and render a proposed action ineffective. Roll Call Vote: Howell, Aye; Arnold, Aye; Kunhardt, Aye **Motion passes.**

The Board adjourned the meeting at 7:50pm

Respectfully submitted,

Martha J. Callahan

Brad Howell

Abigail Arnold

Henry Kunhardt