

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

BOARD OF SELECTMEN
MEETING MINUTES
11/14/2016

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

Staff Present: Town Administrator Jamie A Pike

Also Present: Michelle Ferencsik, Carol Brock, Elizabeth Lavallee, Robin Haubrich, Guy Tolman, Deb Rogers, Mike Swinford, Polly Freese, Jan Hicks, Paul Lawrence, Reporter Abby Kessler and others.

Chairman Howell called the meeting to order at 5:35pm.

Appointments:

Michelle Ferencsik, Heritage Commission

Michelle presented a letter of intent to pledge \$100,000 to the Town Hall Restoration project from Andrew Houston. She indicated there had been some confusion about when and upon what conditions the funds would be dispensed. She clarified the intentions of the pledge and when the monies would be made available: \$25,000 which has already been donated, \$25,000 at the end and \$50,000 in matching funds. She indicated that 'matching funds' is merely an incentive to try to raise an additional \$50,000. However, she said the entire \$50,000 will be donated whether or not \$50,000 in matching funds is raised. She went on to ask that the donation be made in honor of her parents, Mr. & Mrs. W Rogers Hamel.

Elizabeth Lavallee, Library Trustee

\$26,000 was appropriated for restoration and painting of library windows. Mr. Pike sent out requests for bids to several window restorers. Two bids have been received. The least expensive bid was from Andy Roper for \$35,000. Mr. Roper indicated there could be cost over runs, as much as 10% is possible. The Library Board of Trustees decided to ask the town for an additional \$12,000. If there are costs beyond the \$12,000 additional, they will fundraise to raise any additional funds needed to cover costs. Mr. Roper can start in March and be done before Labor Day. He added that the project can be completed in phases to spread out the expenses.

Mr. Howell questioned whether it was necessary to have a window restorer do the work on all the windows. Mr. Kunhardt explained that there is a lot of competition for dollars from all departments in Town and thought that the worst windows at the library should be addressed rather than trying to restore all of them at once. There was discussion on which windows require immediate attention. The Board agreed to have Mr. Roper come back to determine which windows are most critical and work with the town on restoring only the most critical components. Other minor repairs and painting, etc. could be completed by another vendor or craftsman who is less expensive than a window restorer.

Consent Agenda

- A. Payroll and Accounts Payable Manifest for 11/14/2016
- B. Donation acceptance for the Town Hall Rehabilitation from Carol Russell for \$50.00.

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

New Business

Appointment of Museum Curators – William McAuley, Robert Abbott and Jennifer Vadney were officially appointed as Heritage Museum Curators.

Mr. Kunhardt noted that on Monday, November 21st Susan Morse will be doing a presentation for the Joan Hanchett Nature Series at 6:00pm at Francestown Elementary School. He would like to attend the presentation and asked if it was necessary for the Board of Selectmen to meet that night. The Board decided to meet earlier in the day on Monday.

Mr. Kunhardt also noted that he has a Report of Cut for timber cut on his property and he has asked Betsy Hardwick to grade the cut. He wanted to confirm that the Board approves of Betsy performing the grading. The Board approved.

The Board discussed the costs associated with replacing the shack at the Transfer Station. The Board decided to budget \$10,000 for the project.

Mr. Howell drafted a Verney Foundation request letter. The language of the letter was discussed. Mr. Howell will take another look and make any necessary revisions to the letter.

Correspondence

- Tri-Town Excavation Site Removal Report from Gary Paige showing that Francestown removed 10,350 yards of material from the site in October and November, 2016.
- Gary Paige's Weekly Report from 11/7 through 11/11
- Copy of the Agenda from Contoocook Valley School Board dated 11/17/16
- Chief Douglas' Job Tasks Report from 11/7/16 through 11/10/16
- Thank you letter to Chief Douglas from Rose Meadow Farm thanking him for his donation
- Police Department Press Release for 11/01 through 11/07/16
- Jamie Pike's Administrative Report dated November 14, 2016

Administrative Update

Mr. Pike provided the Board with the most up-to-date draft of the 2017 Budget. The Budget Committee's was most concerned about line items for legal and repairs and services, and they would like to see a reduction in those lines. The possibility of an expendable trust for public assistance and legal was discussed. The Board will discuss further after more information is obtained.

Mr. Pike also provided the Board with the most up-to-date CIP. Mr. Pike discussed the upcoming projects planned. The Board discussed the various projects and costs thereof.

Meeting Minutes

Abigail Arnold moved to approve the meeting minutes of September 19, September 26, October 10th, and the two sets of minutes for the two meetings on October 17th as amended, seconded by Henry Kunhardt. **Motion passes.**

Public Questions

Polly Freese asked what's happening with Lakehouse Recovery. Ms. Arnold responded she has not heard if Lakehouse has contacted the ZBA.

There will be no meeting next week, November 21, 2016.

Mr. Pike reminded the Board that he will be attending an NHMA Conference on Wednesday and Thursday this week.

Chairman Howell adjourned the meeting at 7:05pm.

Respectfully submitted,

Marti Callahan

Brad Howell

Abigail Arnold

Henry Kunhardt