

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

**BOARD OF SELECTMEN**  
**MEETING MINUTES**  
**11/7/2016**

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

Also Present: Town Administrator Jamie A Pike, Michelle Ferencsik, Elly Miles, Ruth Behrsing, Polly Freese, Betty Behrsing, Dennis Orsi, Lisa Stewart, BJ Carbee, Tom Anderson and others.

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

**Appointments: Michelle Ferencsik**

Ms. Ferencsik was present to speak to the Board regarding stewardship funding for the Heritage Commission. Under the requirements of the LCHIP grant for the Town Hall, there needs to be a plan for its continued stewardship. Ms. Ferencsik explained that there needs to be ongoing funding to carry out such a plan. Ms. Arnold stated that the plan should be developed first by the Heritage Commission and that LCHIP does not require dedicated stewardship funds for municipal land projects. It was also explained to Ms. Ferencsik that the current CIP plan includes the completion of the painting of the Town Hall and the eventual replacement of the roof. Continued maintenance of the building would come from the Town's general operating budget. Mr. Kunhardt asked about the status of the septic system at the hall.

**Consent Agenda**

- A. Payroll and Accounts Payable Manifest for 11/7/2016
- B. Notice of Property Lien at 82 Clarkville Road, Map 3 Lot 58
- C. Acceptance of donations to the Public Assistance Fund in the amount of \$450.00

There was an additional donation received for the benefit of the Recreation Commission that was requested to be removed from the Consent Agenda by Mr. Kunhardt for further discussion.

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

Mr. Kunhardt explained that the Recreation Commission desires to use the Recreation Trust Fund for the purpose of funding program scholarships. This purpose has been denied by the Trustees of Trust Funds from the existing fund. Further research will have to be done to determine the intent of the donor and a new fund may be required specifying this purpose.

**New Business**

The Board approved and signed a Timber Warrant for Map 8 Lot 2, Beverly Abbott in the amount of \$219.49.

Mr. Howell presented a DRAFT grant request letter to the Benjamin Couch Trust. A motion was made by Ms. Arnold and seconded by Mr. Kunhardt to authorize Mr. Howell to execute the request on behalf of the Board. Mr. Howell also stated that he is currently working on a request letter to the Gilbert Verney Foundation.

The Board discussed the existence of a new curb cut upon Map 10 Lot 8-4 located on Wilson Hill Road. There was no driveway permit issued for the property and Mr. Paige has reported that a driveway would not be permissible in the location. The subdivision also restricts the property to a shared driveway with the abutting property due to poor sight distance. The Board directed Mr. Pike to have the Code Enforcement Officer contact the homeowner to remedy the situation.

Mr. Kunhardt reported to the Board that there is a rodent problem at the Transfer Station within the operator building. The rodents have penetrated underneath the building and into the walls. He has visited the site with George Morgan Jr. to see what can be done to curtail the problem. The possibility of removing the floor of the building and pouring a new cement pad under the building was proposed. The Board further discussed the possible replacement of the building in its entirety.

### **Correspondence**

- Letter from TD Bank to the Town of Frankestown regarding account fee increases
- Chief Douglas' Job Tasks Report from 10/31/16 through 11/3/16
- Letter to NH State Police commending Trooper Scott Tracy
- Gary Paige's Weekly Report for 10/30 through 11/4
- Gary Paige's Weekly Report for 10/23 through 10/28
- Proposal letter to Gary Paige from Invasive Weed Control, Inc.
- Chief Douglas' Job Tasks Report from 10/24/16 through 10/27/16
- Thank You letter to Chief Douglas from FES Principal Nicola Fraley
- Email from Stacey Herbold at NH DES regarding regulating withdrawals of groundwater for snowmaking
- Animal Control Officer's Report for October 2016
- Email from Tom Hoey regarding damage to his car from road gravel
- Police Department Press Release for 10/16 through 10/31
- Letter to Jamie Pike from Town Counsel regarding hourly price increase from \$195 to \$205 per hour
- Email from Stewart Brock and Elly Miles regarding the donation of labor from Lou Rondeau for the replacement of the Town Hall roof.
- Email from ConVal School District announcing the District Meeting Deliberative Session on 2/8/17 at 6:00 pm
- Notice of Annual Meeting from NHMA on November 17 at 2:45 at the Radisson Hotel in Manchester
- Southern NH Planning Commission report on the Frankestown Complete Streets Pilot Project

### **Administrative Update**

Mr. Pike brought forward two new items for discussion. The Town has been approached by the Southern NH Planning Commission about the possible installation of a solar array as an extension of the Solar Up program. An option that would not involve any capital outlay would be a Power Purchase/Lease agreement between the Town and a third party. The Town would benefit through lowered utility expenses and the possibility of increased revenues through the lease of space for the installation of an array. SNHPC could manage the RFP process for the Town. The Board requested further documentation of the options before receiving a presentation from SNHPC.

The Community Development Finance Authority on this day released the 2017 Grant program for community facilities. One use of this grant can be for meeting ADA requirements of current facilities. Mr. Pike would like to explore the opportunities that exist for additional funding for the Town Hall rehabilitation. Ms. Arnold stated that she believed the Town was not eligible for certain CDFA grants due to the income level of the Town's residents, but feels opportunities may exist through a business tax credit program offered by the Agency. Mr. Pike will look further into what opportunities exist for the Town.

A motion was made by Mr. Kunhardt and seconded by Mr. Howell to enter a non-public session pursuant to RSA 91-A:3, II(a). Roll Call Vote: Howell, Aye; Arnold, Aye; Kunhardt, Aye. **Motion passes.**

The Board discussed the Health Insurance Stipend and how it pertains to certain employees.

A motion was made by Ms. Arnold and seconded by Mr. Howell to leave the non-public session at 6:42pm. **Motion passes.**

A motion was made by Mr. Kunhardt and seconded by Ms. Arnold to enter into a non-public session pursuant to RSA 91-A:3, II(b). Roll Call Vote: Howell, Aye; Arnold, Aye; Kunhardt, Aye. **Motion passes.**

A motion was made by Ms. Arnold and seconded by Mr. Howell to exit the non-public session at 7:14pm. **Motion passes.**

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

There was a brief discussion on tax exemptions.

The Board further discussed CIP projects for future years.

Chairman Howell adjourned the meeting at 7:25pm.

Respectfully submitted,

Jamie A Pike

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Brad Howell

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Abigail Arnold

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Henry Kunhardt