

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

BOARD OF SELECTMEN
BUDGET & ADVISORY COMMITTEE
MEETING MINUTES
12/12/2016

Selectmen Present: Abigail Arnold and Henry Kunhardt

Others Present: Town Administrator Jamie A Pike, and Polly Freese

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

Consent Agenda

- A. Payables Manifest dated 12/12/2016 - \$42,403.76
- B. Acceptance of Recreation Fund Donations - \$325
- C. Acceptance of Heritage Fund Donations - \$450
- D. Intent to Cut – Map 8 Lot 1 – Huberman Revoc. Trust
- E. Application for Payment from Trust – Town Facilities - \$45,111.75
- F. 2016 Equalization Assessment Data Certificate

A motion was made by Ms. Arnold and seconded by Mr. Kunhardt to approve the consent agenda as presented. **Motion passes.**

New Business

The Board reviewed proposals for the rehabilitation and painting of the Library windows along with a proposal for the washing and finish painting of the trim work on the Library addition.

Winn Mtn. Restorations - \$15,689 for the restoration of 9 window openings

Harwood Painting - \$2,650 for the minor repair, glazing and repainting of 13 window openings

Harwood Painting - \$1,450 for the washing and finish painting of trim on the addition

The Board consented to encumber \$18,339 from 2016 Warrant Article #17 and \$1,450 from budget line item 4194-93 (Facility Painting) and to execute contracts for the three proposals.

Old Business

Mr. Pike presented a proposal for the purchase of one additional computer replacement for 2016 in the amount of \$1,050. This purchase would put the Town back on schedule for computer replacement. The Board authorized the computer to be ordered.

Mr. Kunhardt reviewed the Bridge Engineer RFQs for the Board. The Town received 7 responses. Based on the materials presented Mr. Kunhardt feels CLD Engineers remains one of the best candidates for the design of the South New Boston Bridge. The Board discussed their suitability for other non-bridge aid projects, and decided to schedule a meeting with John Byatt (CLD project manager) to review their submittal.

The Board also discussed possible funding of the Old County Road North bridge in the 2017 Warrant to be prepared if State funding becomes available, or if the Town needs to consider moving forward on its own.

2017 Budget Review

The Board reviewed the 2017 budget and discussed a number of topics including, Public Assistance, Employee raises, vehicle fuel pricing and made the following changes to the proposed budget:

- a. Direct Public Assistance – 4441-03 increase by \$10,000 to \$25,000
 - b. Employee Retention – 4155-08 increase by \$8,000 to \$12,750
 - c. Utility Value Defense – 4153-02 reduce by \$3,500 to \$5,000
 - d. Police – Part-time – 4210-13 – reduce by \$2,000 to \$45,128
 - e. Police – Fuel, Gasoline – 4210-57 – reduce by \$1,300 to \$4,200
 - f. Fire – Fuel, Diesel – 4220-56 - increase by \$100 to \$1,650
 - g. Fire – Fuel, Gasoline – 4220-57 - reduce by \$100 to \$250
 - h. Highway – Fuel, Diesel – 4312-65 - reduce by \$1,000 to \$21,500
 - i. Highway – Fuel, Gasoline – 4312-64 - reduce by \$1,350 to \$4,650
 - j. Highway – Engineering – 4312-74 - reduce by \$600 to \$2,000
 - k. Highway – Vegetation Control – 4312-75 - reduce by \$1,000 to \$1,500
 - l. Highway – Cutting Edges - 4312-58 - reduce by \$1,600 to \$5,000
 - m. Town Clerk – Renewal Letters – 4150-20 – reduce by \$75 to zero
 - n. Town Clerk – Office Supplies – 4150-14 – reduce by \$460 to \$1,000
 - o. Personnel – Health Stipend – 4155-04 – reduce by \$600 to \$11,900
 - p. Heritage Commission – Fundraising – 4191-34 – reduce by \$1,000 to \$300
 - q. GGB – Janitorial & Maint. Payroll – 4194-10 – reduce by \$2,000 to \$8,000
 - r. GGB – Repairs & Service – 4194-92 – reduce by \$1,500 to \$12,000
 - s. Landfill Testing – 4325-00 – reduce by \$500 to \$2,500
 - t. Parks & Rec – Electricity – 4520-31 – reduce by \$200 to \$200
 - u. Library – Books – 4550-32 – reduce by \$480 to \$9,620
- Net reduction from proposed budget -\$1,165

Approval of Minutes

A motion was made by Ms. Arnold and seconded by Mr. Howell to approve the Selectmen Minutes of November 2nd, 21st, 28th, and 30th. **Motion passes.**

Being no further business, Chairman Howell adjourned the meeting at 7:30pm.

Respectfully submitted,

Jamie A Pike

Brad Howell

Abigail Arnold

Henry Kunhardt