

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

**BOARD OF SELECTMEN MEETING MINUTES**

**April 25, 2016**

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

Staff Present: Town Administrator Jamie Pike

Also present: Tom Anderson, John Arnold, Charlie Pyle, Judi Miller, Betsy Hardwick, Betty Behrsing, Ben and Robin Haubrich, Janet Hicks, Dennis Orsi, Guy Tolman, Polly Freese and others.

**CALL TO ORDER:** Chairman Howell called the meeting to order at 6:00pm.

**Town Hall Streams**

Eric Spenlinhauer of Town Hall Streams was present to explain the specifics of how the video streaming of meetings would work. He stated that the live stream of the meetings could be accessed from the Francestown page at their website. There would be a link to their site on the Francestown website. Video of the meetings can be viewed via live streaming and can also be viewed on demand. There is one price for the service which includes equipment and installation - \$200 per month. The contract is month-to-month. The videos of the meetings are stored for up to five years. After five years additional storage can be purchased for an additional \$25 per month. If that option is not selected, the oldest meetings will drop off as new meetings are recorded. Unlimited viewing is available and Town Hall Streams has the ability to track the number of views live and on demand, however, they cannot differentiate which meetings are being viewed how many times. Features can be added or removed. The Town owns the video and a logged-in town official can download the video to a DVD or other storage medium. The microphone that would be installed should be able to record from the entire area of the meeting room. However, if a speaker is soft spoken, Mr. Spenlinhauer suggested having the speaker stand at a podium closer to the microphone. The camera would be mounted on a wall or from the ceiling and it can be turned on and off at will to allow for non-public sessions. Mr. Spenlinhauer indicated that the scheduling is simple and it takes about 30 seconds to schedule a meeting to be streamed and recorded.

**Police Chief Fred Douglas**

Chief Douglas wanted to address the problems OHRVs operating on Class 5 and Class 6 roads, trails and on private land. He has received so many calls and complaints from land owners that the PD resources are stretched thin. The complaints include OHRV noise, destruction of private property, tearing up the roads, knocking down fences and walls and riding through fields. Some of the OHRV riders are coming in from Goffstown, Deering and Weare. Chief Douglas indicated that some years ago the Board was issuing permissions to allow OHRVs to operate on Class 5 and Class 6 roads. In November of 2014, the Board rescinded those permissions, eliminating the legal operation of OHRVs on the Town's roads. A trails are posted as no wheel vehicles from November 15<sup>th</sup> through May 15<sup>th</sup>, however, there is no indication or definition of what "wheeled vehicle" encompasses. There is no posted sign where the trails enter Francestown from Weare.

Chief Douglas asked the Board for direction regarding enforcement and clarification of road classification and expressed concern about jurisdiction. Betsy Hardwick spoke about road classification and changes to classification over the years. She indicated that currently Class A trails are; the end of Cressy Hill Road, Candlewood Road, Dennison Pond Road, Bullard Hill from Farrington to the edge of the Town Forest property and Driscoll Hill goes from Birdsall to the old highway. There was discussion about which trails and/or roads could be open to OHRVs, signage and suggestions about enforcement. The Board asked for a map of trails and Class 6 roads be prepared so the Board can view and make decisions. Chief Douglas indicated that he needs a map with a legend and the classification of the roads and a written decision from the Board in case he has to go to court.

Questions and comments from the public were heard.

### **Committee Appointments**

Zoning Board of Adjustment – 3 open positions (1 member, 2 alternates)

A motion was made by Brad Howell to approve the appointment of Scott Heath as a Member and Kevin Probst and Marsha Bixby Tripp as Alternates to the Zoning Board of Adjustment, seconded by Henry Kunhardt. **Motion passes.**

Budget and Advisory Committee – 3 open positions

A motion was made by Brad Howell to approve the appointments of Judith Miller, Charlie Pyle and Tom Anderson as Members of the Budget and Advisory Committee, seconded by Abigail Arnold. **Motion passes.**

Conservation Commission – 3 open positions (2 members, 1 alternate)

A motion was made by Brad Howell to approve the appointments of Karin Holmes, Betsy Hardwick as Members and Kelly Marshall as an Alternate of the Conservation Commission, seconded by Henry Kunhardt. **Motion passes.**

Heritage Commission – 3 open positions (2 members, 1 alternate)

A motion was made by Abigail Arnold to approve the appointments of Ruth Behrsing and Michele Ferencsik as Members and Elly Miles as an Alternate of the Heritage Commission, seconded by Henry Kunhardt. **Motion passes.**

Waste Disposal Committee – 3 open positions

A motion was made by Brad Howell to approve the appointments of Becky Moul, Bruce Harrington and Edward Graham as Members of the Waste Disposal Committee, seconded by Abigail Arnold. **Motion passes.**

Patriotic Purposes Committee – 1 open position

A motion was made by Brad Howell to approve the appointments of Polly Freese as a Member of the Patriotic Purposes Committee, seconded by Henry Kunhardt. **Motion passes.**

#### Recreation Committee - 2 open positions

A motion was made by Brad Howell to approve the appointment of Robert Rokes as a Member of the Recreation Committee, seconded by Henry Kunhardt. **Motion passes.**

#### Town Historian – 1 open position

A motion was made by Brad Howell to approve the appointment of Judi Miller as Town Historian, seconded by Henry Kunhardt. **Motion passes.**

#### Trustee of the Trust Funds – 1 open position - Member

A motion was made by Henry Kunhardt to approve the appointment of Joann Miller as a Member of the Trustees of the Trust Funds, seconded by Abigail Arnold. **Motion passes.**

#### Library Trustees – 1 open position – Alternate

A motion was made by Brad Howell to approve the appointment of Charles Michael Swinford as an Alternate of the Library Trustees. **Motion passes.**

#### Piscataquog River Local Advisory Committee

A motion was made by Henry Kunhardt to nominate Kevin Probst to become a Member of the Piscataquog River Local Advisory Committee, seconded by Brad Howell. **Motion passes.**

The Board signed the appointment letters.

#### **Consent Agenda**

- A. Payroll and accounts payables manifest dated April 25, 2016
- B. Intent to Cut for Map 8 Lot 39-1 and 39-3
- C. Intent to Cut 90-day extension request for Map 9 Lot 11
- D. Demolition Permit Application for East Shore Camp Map 20 Lot 3
- E. Medical Benefit Renewal from Health Trust for July 1, 2016 through June 30, 2017
- F. Timber Warrant for Map 4 Lot 8

A motion was made by Henry Kunhardt to approve items A through F of the consent agenda, seconded by Abigail Arnold. **Motion passes.**

#### **Correspondence**

- A. Letter addressed to the Frankestown Town Clerk from Kelly Wilsey at Wheelabrator Technologies requesting a copy of the City's waste disposal agreement, citing the NH Right to Know Law.
- B. Weekly Report from Chief Douglas dated April 25, 2016
- C. 2016 Town Meeting Minutes
- D. Memo to the Board of Selectmen from Town Administrator regarding the March 2016 Budget Financial Report

- E. Email from Guy Tolman to Board of Selectmen and select residents regarding “towns with alternate ex officios”
- F. Police Department Press Release 4/11/16 through 4/19/16
- G. Letter from the Town of Deering to Jamie Pike regarding Perambulation
- H. Administrative Report to the Board of Selectmen from Town Administrator dated April 22, 2016
- I. Letter from Town Counsel regarding “Ex Officio Alternate on Planning Board.” The letter was read aloud at the meeting. The Board discussed the issue of appointing Sarah Pyle as the ex officio alternate to the Planning Board. Henry Kunhardt and Brad Howell each spoke in favor of Sarah Pyle and Abigail Arnold agreed with Mr. Howell.

### **Old Business**

Henry Kunhardt visited the Bixby Dam with Gary Paige to discuss how to repair some eroded sections near the walkway. They decided to fill the eroded area with compacted gravel and then loam and seed over the top. The natural slope would shed the water. He went on to indicate that it would be difficult to work on the embankment and will likely have to be done by hand because of the slope of the embankment. The Board agreed and asked Mr. Pike to speak to Gary Paige and authorize him to put it on the schedule.

Abigail Arnold asked about getting an Invasive Spraying Certificate to apply herbicide to invasive plant species. Mr. Kunhardt explained that a town employee would have to attend a class in September, take two tests over three days; the Core Test and the Right of Way Vegetation Control Test, to receive a Commercial Not for Hire license. They would then be able to apply herbicide for the town only and/or supervise others applying the herbicide. It must be a town employee. Mr. Kunhardt added that the vegetation should be cut when the gravel is applied at Bixby Dam. There was discussion about having a dead tree removed from the beach area.

Mr. Kunhardt said that he went out to the transfer station and found the property line, a couple of hundred feet out. He said he would like to see a site plan with the facility on it to look over the current configuration in anticipation of having the steel reinforced concrete slab poured. Mr. Kunhardt would like to look into the cost of having the site mapped by Sanford. Mr. Pike will contact Sanford regarding the same.

Mr. Pike indicated the final draft of the letter from the Selectmen to the Town explaining the new recycling ordinance was completed. There was discussion about whether or not the letter was necessary. It was ultimately decided that Mr. Kunhardt would revise the letter before sending it out.

The Board discussed the Selectmen’s Sign Ordinance. Mr. Kunhardt discussed revisions he would like to see made to the Ordinance. Discussion ensued. Mr. Kunhardt will revise Selectmen’s Ordinance for signs.

### **Approval of Minutes**

Mr. Kunhardt asked that all approved meeting minutes be accompanied by the draft meeting minutes, with changes, when submitting to the Board for signatures. The Board indicated that it has not been the practice in the past but, going forward, approved meeting minutes will be accompanied by corresponding draft meeting minutes when submitted to the Board for signatures.

Abigail Arnold made a motion to approve the Meeting Minutes of March 21, 2016 as amended, March 28, 2016 as amended, April 4, 2016 as amended and March 31, 2016 as amended, seconded by Henry Kunhardt. **Motion Passes.**

**Questions and Comments from the Public**

Polly Freese asked if the Board has a SAC representative yet. Mr. Kunhardt is the SAC representative.

Mr. Tolman asked what the liability of a property owner is if they don't permit OHRVs versus if they do permit OHRVs. He further asked if the property owner does permit OHRVs could they be held liable for injuries? Mr. Howell indicated that is a legal question which the Board cannot answer.

**NEXT BOARD OF SELECTMEN MEETING:** Monday, May 9, 2016

**ADJOURNMENT:** Chairman Howell adjourned the meeting at 8:12 pm.

Respectfully Submitted,

Jamie A Pike

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Brad Howell

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Abigail Arnold

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Henry Kunhardt