

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

BOARD OF SELECTMEN MEETING MINUTES
May 9, 2016

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

Others Present: Town Administrator Jamie A Pike, Charlie Pyle and Judy Miller

Also Present: Mike Tartalis, Betty Behrsing, Polly Freese, Guy Tolman, Tim Greene (Auditor), Ben Haubrich, and Dennis Orsi.

CALL TO ORDER: Chairman Howell called the meeting to order at 6:05 pm.

Tim Green, Auditor

Tim Greene, the auditor from Roberts & Greene, was present to review the final draft of the audit report. He stated his opinion of the Town is "clean." He added that the Town has had an unqualified opinion every year since he has been doing the audits, which he says "is a good thing." There was a change in the accounting practice which involves the pension liability but it won't affect the audit of the Town. He went through the exhibits summarizing each one and answered the Board's questions. The Board signed the representation letter.

Consent Agenda

- A. Payroll and accounts payables manifest dated May 9, 2016
- B. Report of Cut and warrant for Map 5 Lot 64 and Map 14 Lot 13 - Wiederhold
- C. Report of Cut and warrant for Map 3 Lot 8 - Hardwick
- D. Report of Excavation and warrant Map 3 Lot 51 - Stewart
- E. Forest Fire Report bill for Stoddard Fire on 4/21/16 through 4/23/16

A motion was made by Brad Howell to approve items A through E of the consent agenda, seconded by Abigail Arnold. **Motion passes.**

New Business

- Request from the Community Church to reserve the horse sheds and parking lot for a Town Wide Yard Sale on June 25th from 7:30 AM to 2:00 PM and the Town Hall building, the parking lot and the horse sheds for their Annual Fall Festival on October 1, 2016. Mr. Pike commented that the Pleasant Pond Association is considering holding their Annual Meeting on June 25th at the Town Hall. The Board agreed to allow the Church to use the horse sheds on June 25th.
- Email from Eversource regarding a tree on Pleasant Pond Road that they say is an imminent threat and they are seeking the Town's approval to remove the tree. The Board decided to allow them to remove the tree citing the potential liability of an imminent threat. Mr. Pike will notify Eversource that the Town has authorized them to remove the tree.

- Building Permit application from Thomas Burke, Map 10 Lot 8-1, which has been approved by Ed Hunter as John Kendall is the contractor on this project. The Board approved.
- Building Permit application from Sheryl Guterl, Map 16 Lot 11, to add on to their original deck, signed by John Kendall. A Shoreland Permit by Notification (PBN) is required before approval.
- Building Permit application and Shoreland Permit from East Shore Camp, LLC, Map 20 Lot 3, for the demolition of an existing camp and building a 2 story home. The footprint remains the same. The site and the new foundation have been inspected and approved by John Kendall. The Board approved the application.
- Intent to Cut from Brigham White for Map 6 Lots 27 and 27-1. The property owner has unpaid property taxes on lot 27 in the amount of \$3,659.68. A motion was made by Ms. Arnold and seconded by Mr. Howell to conditionally approve the Intent upon the provision of a security bond in the amount of \$1,473.80. **Motion passes.**

Correspondence

- A. Letter from NH Division of Historical Resources indicating that the Town Hall and Academy and Town Common were entered in the National Register of Historic Places on April 5, 2016.
- B. Police Department Press Release for April 25 through May 1, 2016
- C. Animal Officer's report for April 2016
- D. Mr. Pike's Press Release regarding the Town Common being named to the National Register of Historic Places.
- E. Letter to Kevin Pobst from NH Department of Environmental Services appointing him to a 3-year term on the Piscataquog River Local Advisory Committee beginning May 2, 2016
- F. Copy of a Thank You note from David Duval and Nancy Lundgren to the Police Department extending their thanks for watching over their property while they were away.
- G. Chief Douglas' Job Tasks Report for the week of April 25 through April 28, 2016
- H. Chief Douglas' Job Tasks Report for the week of May 4 through May 8, 2016
- I. Taxpayer's Motion to Stay 2013 & 2014 Tax Years Appeals filed by PSNH/Eversource asking to stay the taxes owed until the Appeal has been concluded or restored to the docket
- J. Letter to the Town from Hillsborough County noting that there will be a public hearing on their budget recommendations on May 4, 2016 at 9:00 AM at the Hillsborough County Complex in Goffstown
- K. Jamie Pike's Administrative Report dated May 9, 2016
- L. Letter from NH DRA regarding the Equalized Utility Valuation

Liaison Report

Mr. Kunhardt attended the SAC meeting on April 28, 2016. He indicated the biggest concern is the proposal to withdraw Peterborough from the Conval School District. There is a vote on whether or not there will be a study scheduled on May 10th.

Old Business

Ms. Arnold asked if the meeting with Tri Town Landfill ever took place. Mr. Pike replied that it did not. Mr. Pike will follow up.

OHRV/ATV Usage – Mr. Pike distributed maps to the Board that he prepared showing Class VI and Class A trails. Mr. Kunhardt said that he didn't want to ban ATVs from all the areas. He suggested signing the trails at both ends banning OHRVs from the problem areas such as Candlewood Hill and Dennison Pond Class A Trails (# 1 and 2 on the Map). Ms. Arnold suggested using the term ATV instead of OHRV because OHRVs could be registered

vehicles. Mr. Pike noted that the Conservation Commission recommended that ATVs be banned from using the trails but not closing the trails to OHRVs. A lengthy discussion followed.

Brad Howell made a motion to post 4 signs on Candlewood Hill and Dennison Pond Class A Trails for no ATVs, seconded by Henry Kunhardt. **Motion Passes.**

Further discussion ensued regarding jurisdiction and where to place the signs on the above trails. The Board agreed to remove the current signs as soon as possible.

Administrative Update

Mr. Pike indicated:

- He has done some work updating the Town maps and the drafts are complete. He invited anyone who is interested to stop in and review them and advise him if there are changes as of April 1st that are not indicated on the maps.
- He will meet with Kevin Holdridge and Nicole Rogers next Tuesday morning to work on house numbering issues on Wilson Hill and Campbell Hill Roads.
- On Thursday afternoon he will meet with the Regional Planning Commission for the Culvert Prioritization Modeling Project at 3:30 on May 19th at the Highway Department.
- There was an issue with a broken hydrant at the baseball field. He contacted the Millers and it will be approx. \$60.00 to repair. Mr. Pike authorized the repair.
- He indicated that Pamela Finnell, Town Clerk/Tax Collector, is still working on the One-Check program. There were some delays but it is still moving forward.

Henry Kunhardt suggested the Millers install another type of Hydrant that he felt would last longer. It appears the Millers determined it needed repair and not replacement.

Abigail Arnold asked that the Recreation Commission remove the ice rink.

- Mr. Pike said he provided each Board Member with work papers for review such as the delegation of duties for the Treasurer and draft RFP for the Town wide plumber and HVAC contractor.
- The State Auction of the firearms held by the Police Department is Saturday, May 14th at 8:30 AM at the State Farm in Concord.
- Mr. Pike asked the Board about their intent to go forward with Town Hall Streams as it was unclear at the last meeting. The Board indicated that they would like to go forward with the installation of the video cameras, etc.
- An estimate from St. Cyr has been received for construction of a bulletin board for the Police Department front door to match the one for FIHS. The Cost is \$90. The Board wanted to move forward with that.
- The Police Department door is in need of repair. Mr. Pike has contacted Larry Kullgren to give him a price for a new door.
- Mr. Pike received a request from Lawrie Barr for the Democratic Committee to use the Town Hall on May 22nd. The Board will require a \$25.00 refundable deposit and a certificate of insurance must be submitted.

Approval of Minutes

Brad Howell made a motion to approve the Meeting Minutes of May 6, 2016 as amended, and April 18, 2016 as amended, seconded by Henry Kunhardt. **Motion Passes.**

Polly Freese asked if the Historic District recognition included the Fairbank Scales and the horse trough and how much the new pump for the library is going to cost. Mr. Howell responded that he believes the Fairbank Scales and the horse trough are included in the recognition and invited her to read the letter. In response to her question about the library, Mr. Kunhardt explained that an Article was voted on at Town Meeting in which \$15,000 was set aside to address the geo thermal repairs. He indicated that he thinks the \$15000 will cover the cost of the new motor and pump.

A motion was made by Mr. Howell and seconded by Mr. Kunhardt to enter a non-public session pursuant to RSA 91-A:3, II(a) for the purposes of discussing employee reviews. Roll call vote: Howell, Aye; Arnold, Aye; Kunhardt, Aye. **Motion passes.** 8:04pm

A motion was made by Ms. Arnold and seconded by Mr. Kunhardt to leave the non-public session at 9:02pm. **Motion passes.**

A motion was made by Ms. Arnold and seconded by Mr. Howell to seal the minutes of the non-public session until June 1st as divulgence of the information may render a proposed action ineffective. Roll call vote: Howell, Aye; Arnold, Aye; Kunhardt, Aye. **Motion passes.**

The Board discussed the Town Hall project ahead of the Heritage Commission appointment with the Board on the 16th. The Board would like to know what the fundraising plans are for the project and if the LCHIP grant needs to be extended.

The Board also discussed starting times of the meetings. It was decided to start future meetings of the Board at 5:30pm.

NEXT BOARD OF SELECTMEN MEETING: Monday, May 16, 2016

ADJOURNMENT: Chairman Howell adjourned the meeting at 9:20 pm.

Respectfully Submitted,

Jamie A Pike

Brad Howell

Abigail Arnold

Henry Kunhardt