

**TOWN OF FRANCESTOWN**  
OFFICE OF SELECTMEN  
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FRANCESTOWN, NEW HAMPSHIRE 03043-0005

**BOARD OF SELECTMEN**

**MEETING MINUTES**

**May 25, 2016**

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

Others Present: Town Administrator Jamie A Pike

Chairman Howell called the meeting to order at 9:00am.

The Board discussed various items regarding the geo-thermal and well system at the Library. Mr. Howell discussed the payment of Mr. Kunhardt for the services he provided during the recent failure of the well. It was noted that the expertise of Mr. Kunhardt was necessary during the repair of the well. There was also invaluable knowledge gained during the process. It is important that someone is able to speak knowledgably about the system.

Mr. Kunhardt shared with the Board a conversation he had with Pinney Plumbing regarding the geo-thermal system, its initial installation and the service it has received over the years. In an effort to further understand the remainder of the system, along with the repair of other outstanding issues, such as constantly running air handlers, the Board authorized approximately a half-day of service from Pinney Plumbing.

The Board reviewed the draft letter as prepared by Mr. Kunhardt for distribution to the Town regarding the Transfer Station Ordinance. All were agreeable to the draft as written. Mr. Pike will prepare the letter for bulk distribution and to include the recycling guide and the announcement of the Household Hazardous Waste Collection day.

The Board reviewed the draft of the Selectmen's Sign Policy for the Town Common. Mr. Kunhardt suggested that applicants be required to submit size and location of proposed signs, and that this requirement be added to the Selectmen's Policy. The Board agreed to add these parameters. Mr. Kunhardt will prepare a final draft for the next meeting.

The Board discussed the final language for the OHRV signs on Class A Trails. It was decided that the signs should include the language "NO OHRVs – NO ATVs – NO Trailbikes." Ms. Arnold asked about adding the same signage to the ends of Driscoll Hill Road. Mr. Howell stated that he had visited this road and noticed some damage caused by OHRV use especially at the brook crossing where there is already existing private signage regarding wheeled vehicles. Mr. Howell felt that the addition of more signage may only cause road users to carve new trails through the abutting land. The Board agreed to order 6 new signs to be added to the ends of Dennison Pond Road, Candlewood Hill Road, and Cressy Hill Road.

The Board discussed fundraising efforts for the Town Hall Rehabilitation. A draft Commitment Letter was reviewed. The Board also discussed possible directions for the Heritage Commission to take in reference to their fundraising efforts. It was recommended that the Commission pick individuals to lead the fundraising efforts who have the ability to communicate and coordinate fundraising with key community members.

The Board will invite the Commission back to a meeting on June 6<sup>th</sup> for the purposes of discussing a fundraising plan. Mr. Howell will communicate the Board's appreciation and desires to the Commission.

The Board signed a letter to James Garvin in appreciation of his tremendous efforts in getting the Common and surrounding buildings listed on the National Register of Historic Places.

Ms. Arnold discussed the "bubble" in the floor at Town Hall. This causes possible liability issues with respect to current use of the hall for public functions. Mr. Pike was directed to mark out this area appropriately to keep persons away from the hazard. Mr. Pike was also directed to investigate solutions for the repair of this floor area.

Other areas included in the discussion were the proper procedures for the acceptance of donations by the Heritage Commission, as well as the appropriateness of the Heritage Commission to enter non-public discussions related to fundraising when a potential donor's finances are discussed. Mr. Pike will communicate to Town Counsel on these matters.

A motion was made by Ms. Arnold and seconded by Mr. Howell to enter into a non-public session pursuant to RSA 91-A:3, II(a) to discuss employee performance evaluations. Roll call vote: Howell, Aye; Arnold, Aye; Kunhardt, Aye. **Motion passes. Entered non-public session at 10:40am.**

The Board discussed and prepared employee evaluations for Gary Paige and Jamie Pike.

A motion was made by Ms. Arnold and seconded by Mr. Kunhardt to leave non-public session. **Motion passes. Public session reconvened at 1:15pm.**

The Board informed Mr. Pike that his contract as Town Administrator would be renewed.

Chairman Howell adjourned the meeting at 1:20pm.

Respectfully Submitted,

Jamie A Pike

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Brad Howell

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Abigail Arnold

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Henry Kunhardt