

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

BOARD OF SELECTMEN
MEETING MINUTES
July 11, 2016

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

Also Present: Town Administrator Jamie A Pike

Also Present: Dennis Orsi, Betty Behrsing, Polly Freese, Ben and Susan Haubrich, Jan Hicks, Aaron Williams and others.

Chairman Howell called the meeting to order at 5:30pm.

A motion was made by Ms. Arnold and seconded by Mr. Kunhardt to enter into a non-public session in accordance with RSA 91-A:3, II(c) to discuss a matter that would likely affect adversely the reputation of a person other than member of the Board. Roll Call Vote – Howell, Aye; Arnold, Aye; Kunhardt, Aye **Motion passes. (5:31pm)**

Other present: Jamie A Pike and Aaron Williams.

The Board discussed a Tax Payment Agreement with Mr. Williams to avoid the impending deeding of his property. The Board agreed to execute an agreement on the terms of an initial payment of \$2,000 and weekly payments of \$100.00 until the balance of the 2013 taxes, interest and penalties were paid in full.

A motion was made by Ms. Arnold and seconded by Mr. Howell to exit the non-public session. **Motion passes unanimously. (6:06pm)**

Consent Agenda

- A. 07/11/2016 Payroll & Accounts Payable Manifests
- B. Building Permit – Ron Shattuck – 761 2nd NH Tpke S – Pole Barn
- C. Building Permit – James & Linda Roche – 169 Woodward Hill – Attached Garage and mudroom
- D. Timber Tax Levy – Lorraine Terry – 210 Farrington Road

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

New Business

The Cemetery Trustees requested that the Board appoint an alternate member and recommended Ruth Behrsing for the position. A motion was made by Ms. Arnold and seconded by Mr. Howell to appoint Ruth Behrsing to the position of Alternate Cemetery Trustee until Town Meeting 2017. **Motion passes.**

Correspondence

Chairman Howell reviewed the correspondence received since the last meeting.

1. A letter from the Heritage Commission providing an update on the Town Hall rehabilitation and funding. This letter will be mailed to all residents.
2. Police Department Press Release 07/10/2016
3. Police Department Weekly Reports 07/11/2016 and 06/30/2016
4. Highway Department Weekly Reports 07/07/2016 and 06/30/2016
5. Notice of Complaint from DES regarding the work related to the reconstruction of Pleasant Pond Road, along with the response from Mr. Paige.
6. Thank you letter from NH Lakes for the support of the Town towards the Lake Host Program.
7. June Transfer Station Recycling Report
8. Copy of the quarterly Culvert Maintenance Notification Form as submitted by Mr. Paige.
9. Copy of a Notice of Violation issued by Mr. Kendall to John & Lynn Oakes regarding setback violations.
10. Letter from Donna Barbalato providing her resignation from the Trustees of Trust Funds effective 07/31/2016.
11. Water analysis report for water tests at Scoby Pond
12. Town Administrator's Report 07/11/2016

Mr. Pike provided an overview of the two proposals received in response to the Plumbing and HVAC RFP.

Denron Plumbing and Heating - \$5,804.50

Granite State Plumbing and Heating - \$3,996.00

The Board members will review the proposals before making a decision.

Mr. Howell provided a report of the most recent Heritage Commission meeting. The meeting focused on the letter previously mentioned as well as the celebration to take place on July 17th. Mr. Howell expressed his concern that a brass plaque was purchased for the celebration before it was discussed and approved. Ms. Arnold asked what the content of the plaque included. Mr. Howell stated that the content was general in nature stating the property was placed on the Register. Polly Freese stated that the wording was provided by the Department of the Interior and was not negotiable. Ms. Arnold stated that the application to submit the Town Common to the National Register of Historic Places was a project of and completed solely by James Garvin and was not a project of the Heritage Commission. The decision regarding the purchase of the plaque should have been a joint venture of the Board of Selectmen, Heritage Commission and FIHS.

Mr. Howell also provided an update regarding the herbicide treatment and DASH services for Scoby Pond. The herbicide treatment will be completed on July 26th and the beach will be closed for two days. The DASH services are expected to take place July 14th and 15th and will continue on different dates throughout the summer and fall.

Administrative Update

Mr. Pike reported that there were no respondents to the Library Window Restoration RFP. Mr. Pike suggested that the Town reach out to Greg Cope in further assistance in obtaining a contractor for the prescribed work. The Board authorized Mr. Pike to have the dead tree on the common removed by the Highway Dept.

Mr. Pike stated that there had been a few inquiries regarding the status of Old Turnpike Road. Mr. Pike will follow up with Betsy Hardwick for research regarding its status.

Mr. Pike informed the Board that an approved Current Use application from 2015 had been misplaced in the office and was not entered into the assessing software or recorded. There will be an abatement that has to be made to correct the issue. Mr. Pike will review property to confirm it still qualifies.

Mr. Pike presented the Board with an application for the use of the Town Hall on September 10th by a private party. The Board directed Mr. Pike to have the Town's attorney draft a release of liability due to the known issue of the bump in the floor. Mr. Pike will also have the applicants view the hall to make sure that it is acceptable.

A request was received from the custodians for the replacement of the vacuum at the Town Offices. The Board authorized up to \$200 for its replacement.

Mr. Pike reviewed an email received from Sara Cox regarding Crotched Mountain. It stated that it appears that the gravel used in the recent construction on the access road contained bamboo and there is bamboo sprouting along the road and trail. Ms. Arnold stated that this will have to be monitored.

A motion was made by Ms. Arnold and seconded by Mr. Kunhardt to enter into a non-public session in accordance with RSA 91-A:3, II(c) to discuss a matter that would likely affect adversely the reputation of a person other than member of the Board. Roll Call Vote – Howell, Aye; Arnold, Aye; Kunhardt, Aye **Motion passes. (6:40pm)**

Other present: Jamie A Pike and Aaron Williams.

Mr. Williams returned to the Board with the initial payment of \$2,000. The Board and Mr. Williams executed the tax agreement as revised.

A motion was made by Ms. Arnold and seconded by Mr. Kunhardt to exit the non-public session. **Motion passes unanimously. (6:48pm)**

Chairman Howell adjourned the meeting at 6:49pm.

Respectfully Submitted,

Jamie A Pike

Brad Howell

Abigail Arnold

Henry Kunhardt